

2011 PRELIMINARY BUDGET

Vision Statement:

Pullman's vision is to continue to be a welcoming, active, visionary community that values its college town atmosphere, high technology research and industries and that fosters quality of life for all age groups, a business friendly environment, and fiscal integrity in its government.

Mission Statement:

The mission of the City of Pullman is to provide for the essential infrastructure, ensure public safety, and support managed growth and improved quality of life within the constraints of fiscally responsible government.

Motto:

HIGH Tech
HIGHER Education
HIGHEST Quality of Life

PRESENTED:

November 9, 2010

2011 Preliminary Budget

City of Pullman

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DIRECTORY OF OFFICIALS

Mayor Glenn A. Johnson

CITY COUNCIL

Francis Benjamin
Keith Bloom
Jeff Hawbaker
Bill Paul

Barney Waldrop
Nathan Weller
Pat Wright

ADMINISTRATION

John Sherman
City Supervisor

Joanna Bailey
Temporary Library Services Manager

Mark Bailey
Information Systems Manager

Kurt Dahmen
Recreation Superintendent

Alan Davis
Parks Superintendent

Pete Dickinson
Planning Director

Gary Jenkins
Chief of Police

Laura McAloon
City Attorney

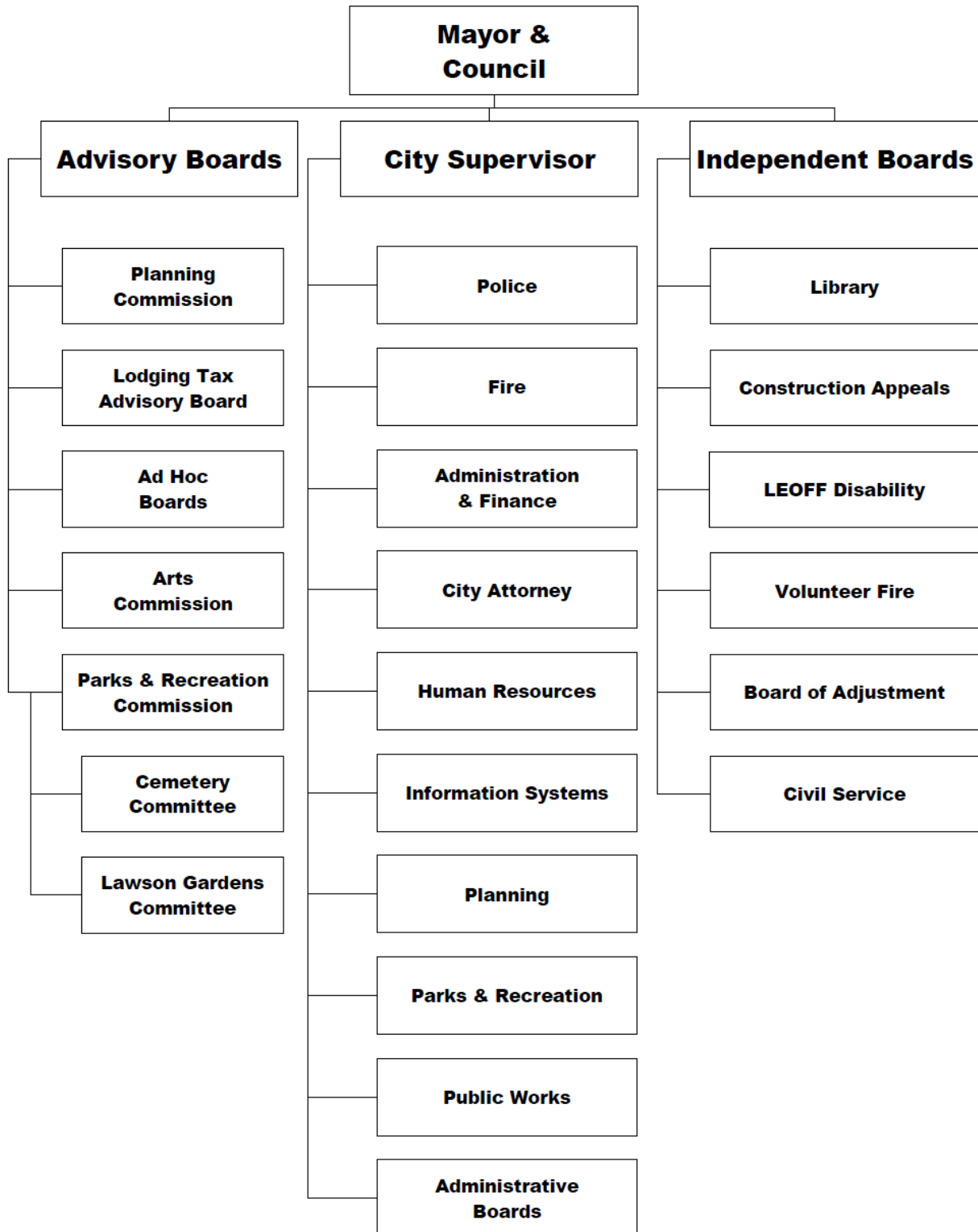
William F. Mulholland
Finance Director

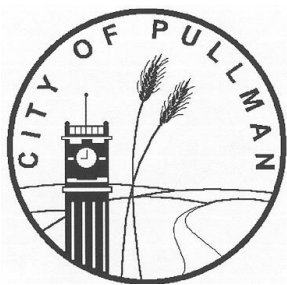
Karen Sires
Human Resources Manager

Patrick E. Wilkins
Fire Chief

Mark Workman
Director of Public Works

City of Pullman





CITY OF PULLMAN

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MEMORANDUM

TO: City Councilmembers and the Citizens of Pullman

FROM: Glenn A. Johnson, Mayor

RE: Mayor's 2011 Budget Message

DATE: November 3, 2010

Although we all recognize that 2011 will be another very challenging budget year, we also are very pleased with the many positive activities that are occurring within our local economy. This gives us hope that indeed the "Great Recession" which officially ended in June 2009 is giving way to a slow but growing economic recovery. There are many positive signs of economic growth in Pullman. At the City Council meeting on October 26, Ed Schweitzer announced that the new facility SEL plans to construct in Pullman in 2011 has been increased in size from 70,000 square feet to approximately 100,000 square feet. On October 27 the new Walmart Supercenter opened in Pullman. We have already heard of other retailers who are interested in locating in the vicinity of the new Walmart site. Two new motels, a convention center, and a motel expansion have also been announced. Many local high-tech companies, including Ecowell, are looking at significant expansion opportunities. Thus there are signs of a light at the end of the tunnel from the economic recession.

Since the onset of the "Great Recession" in December 2007, we have carefully monitored the economic situation. The following statement that was contained within the 2009 and 2010 budget messages remains very appropriate for this 2011 budget message:

During these challenging financial times, we recognize that there have been troubling signs of economic problems at the global, national, state, and local levels. We cannot, and indeed have not, ignored the situation. To the contrary we have taken definitive steps to ensure that we are carefully monitoring our current year's budget and proceeding in a very conservative manner.

As is the case with other cities throughout the nation, we know that tax receipts lag the economic recovery. In other words, the economic situation may improve while tax receipts for local governments continue to drop.

We also recognize that our own local economy is not out of the woods when it comes to financial challenges. When the 2010 budget message was presented last year, our largest local employer, Washington State University, already had cut \$54 million from its budget and eliminated 359 positions. This year WSU was directed to make a permanent cut of \$15.5 million and another \$11.2 million cut from the current budget. Deans have been requested to prepare plans for how they could cut 10 percent in the long-term and 8 percent immediately. Given the grim outlook for the 2011-2013 state biennial budget, additional cuts at WSU are probable. Thus in spite of the optimistic private sector outlook, the budget situation at WSU remains very grim. We have sent the resolution the City Council passed in support of higher education funding to the governor and the legislature. We sincerely believe that investing in higher education is the key to economic recovery. Higher educated employees and technology transfer are keys to building the economy.

During the pre-budget workshops that we conducted at the City Council meetings on October 12 and October 26, we discussed our challenging budget situation for 2011. Within the memorandum for the October 12 City Council meeting, the following information was provided regarding the severity of the budget situation in other cities nationally:

Despite their status as core services, police and fire departments are being cut back in 63 percent of cities and 39 percent of counties responding to a July survey by the Washington-based National Association of Counties (NACo), National League of Cities and U.S. Conference of Mayors.

Although we have not experienced such severe budget reductions in Pullman, we know that we are not immune from budget reductions. In 2010 the City Council adopted the following three goals to guide the budgetary process:

1. Within the scope of budget constraints, make every effort to keep present city employees fully employed during this recessionary period. Continue to carefully track financial trends and apply year-end reserves to address the 2011 budget. Be prepared to respond promptly and appropriately to city revenue shortfalls or expenditure increases that would trigger changes in the adopted 2010 budget. Continue to provide updates on current economic conditions and the city's financial status throughout 2010 and be prepared to establish budget priorities should the financial situation deteriorate to the point that adopted 2010 service levels cannot be sustained.
2. Use any 2009 year-end savings to maintain the 13 percent General Fund reserve. As a long-term goal, evaluate increasing the reserve to 16 percent in keeping with the Government Finance Officers Association (GFOA) suggestion for having a two-month operating reserve.
3. Document long-term capital needs and establish a plan to fund priority projects. Consider earmarking some of the new revenues generated by new businesses to address capital needs. Establish an enterprise or other fund to preserve new tax revenue for capital requirements.

Within the budget workshop on October 12, the City Council authorized us to make cuts in capital items (CIP, minor capital, ERD, and Government Buildings) in order to avoid layoffs. The City Council also agreed to drop the General Fund reserve below 13 percent in order to balance the 2011 General Fund budget. At the pre-budget workshop on October 26, the City Council authorized us to take additional needed measures to balance the 2011 budget by deferring the increase in PERS contributions from 5.31 percent to 8.61 percent until January 1, 2012, based upon the comment from AWC staff that the legislature would probably be receptive to such a delay. We also discussed this delay with Steven Becker, the Eastern Washington Representative from the Governor's office. Should the legislature opt to implement the recommendation of a July 1, 2011, implementation from the State Actuary, we will have to make further reductions to the budget in 2011. The City Council also agreed to defer Metropolitan Park District projects except for the field improvements at Kruegel Park.

The budget as presented does include the 1 percent allowable increase in the property tax. Unlike last year, the Implicit Price Deflator (IPD) is above 1 percent so it is not necessary for a supermajority of the City Council to pass a resolution to raise the property tax by 1 percent. As was the case for the 2010 budget, no COLA salary increases are proposed for non-union employees except for the equity salary increases the City Council approved for the Police Chief and the Police Commander at the pre-budget workshop on October 12. Two unions have also agreed to no COLA salary increases for 2011. Teamsters Union Local 690 agreed to a 0 percent COLA for 2010 and 2011 for both the bargaining unit representing Public Works – Parks and Recreation employees as well as the bargaining unit representing Library employees. The Pullman Police Guild agreed to a 0 percent COLA for 2010 and 2011 for Police Support Services employees. Uniformed Police employees received a 2.5 percent salary increase for 2010 and 2011 in keeping with the third and fourth year provisions of their labor contracts. Fire and Transit employees do not yet have settled agreements for 2011 although Amalgamated Transit Union Local No. 1015 did settle for a 0 percent COLA for 2010.

Although many of our employees agreed to no pay increases for 2011 to help us through this recession—and we are very grateful for this agreement—our employees understood that our insurance premiums that covered them and their families have gone up dramatically. While they do not see it in their paychecks, the city will face insurance premiums that will increase more than 10 percent in 2011. We hope that our continued emphasis on the employee wellness program will result in reduced benefit increases in the future under the terms of our AWC Benefit Trust insurance coverage. Employee costs for salaries and benefits continue to consume the vast majority of the General Fund budget.

The proposed budget for 2011 for the operating portion of the General Fund is \$15,874,163. This represents a 3.2 percent increase over the 2010 amended General Fund budget. The total proposed General Fund budget for 2011 is \$15,972,553. This represents a 2.6 percent increase over the amended total 2010 General Fund budget. Included within the General Fund are departmental expenditures for police, fire, parks and recreation, administration/finance, planning, engineering, building inspection, the library, and capital transfers. The major increases within the General Fund budget are in the police and fire departments.

The proposed budget for 2011 for the total city budget for all funds is \$47,921,265. This represents a 2.5 percent increase over the 2010 amended total city budget. The major areas of increase are in utility capital projects and the airport agency.

Although the budget being presented is balanced through the use of cash reserves, we must caution that it could become necessary to make significant additional cuts in 2011 if any of a number of possibilities occur. These possibilities include the legislature moving forward with the proposed 3.3 percent increase in PERS pension contribution rates on July 1; additional city labor contract settlements; and impacts from state budget reductions and WSU cuts. If it becomes evident that the 2011 budget is not sustainable after its adoption, we will need to implement the process of establishing levels of services and priorities in order to make additional budget reductions.

Although these have been challenging economic times, we feel we have been able to weather the storm through at least 2010 at a time when many cities in Washington and throughout the nation were making drastic reductions in services and employees. Each city's financial situation is unique. We certainly experienced reductions in many areas but we did not experience the tremendous boom and bust cycle that some cities endured. College communities are typically more stable than many other cities. We hope to offset the deep cuts at WSU through the strength of other elements of our local economy, such as high tech and an expanded retail trade base.

Throughout 2011 we will continue to monitor current economic conditions and our financial situation just as we did in 2010. By mid-year we should know if the state pension increases have been delayed or if we will need to address this additional expenditure requirement. We will also have a better handle on both cuts at WSU as well as how the local economy is performing. Based upon the information obtained in 2011, we will have a better idea of whether additional cuts need to be made or if some of the cuts contained in the proposed 2011 budget can be rescinded.

We want to express our sincere appreciation to the City Council and staff for closely monitoring our financial situation and taking the appropriate actions to avoid deep service cuts and layoffs. We want to avoid contributing to a worsening financial situation by making layoffs within the city workforce.

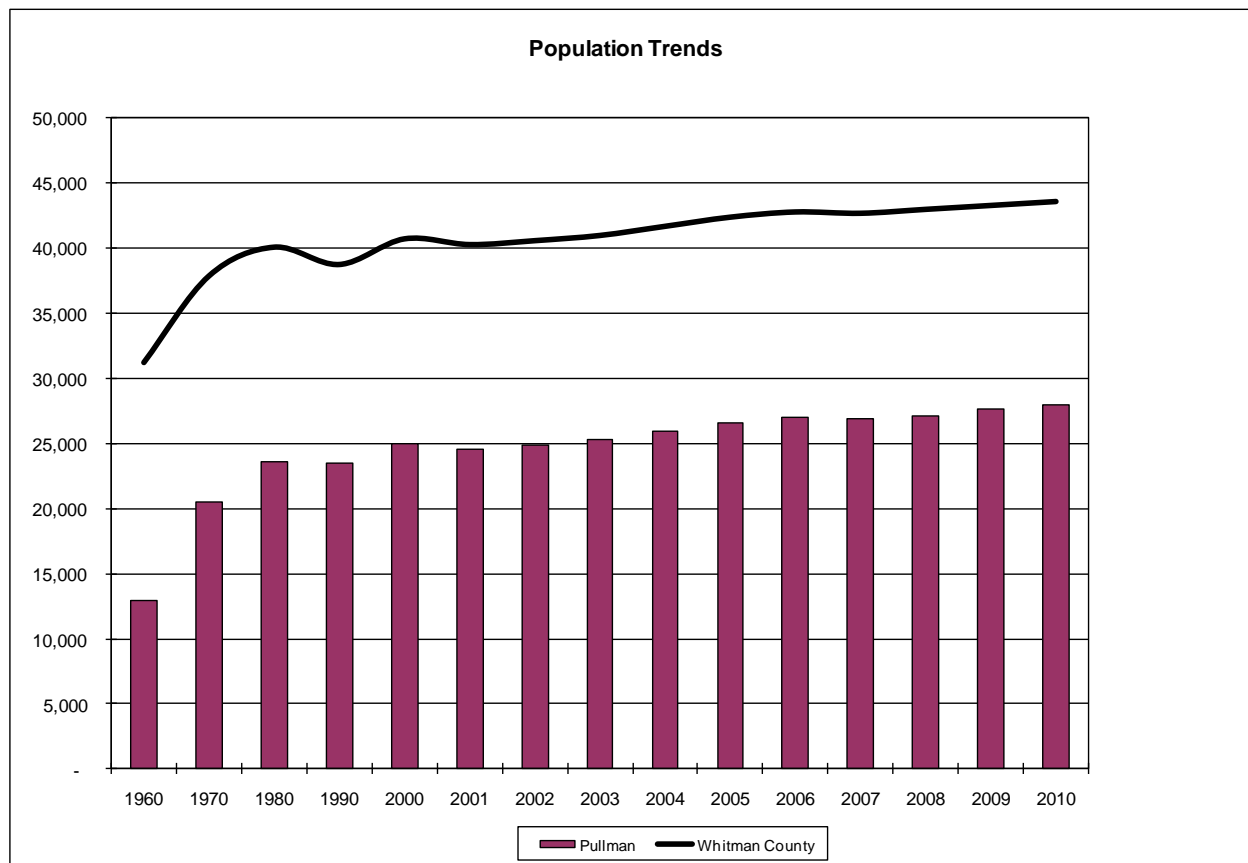
Pullman is a wonderful community for many reasons. It has an outstanding quality of life and wonderful citizens. By continuing to work together to address our challenges we hope that we can look forward to a bright and prosperous future.

City of Pullman

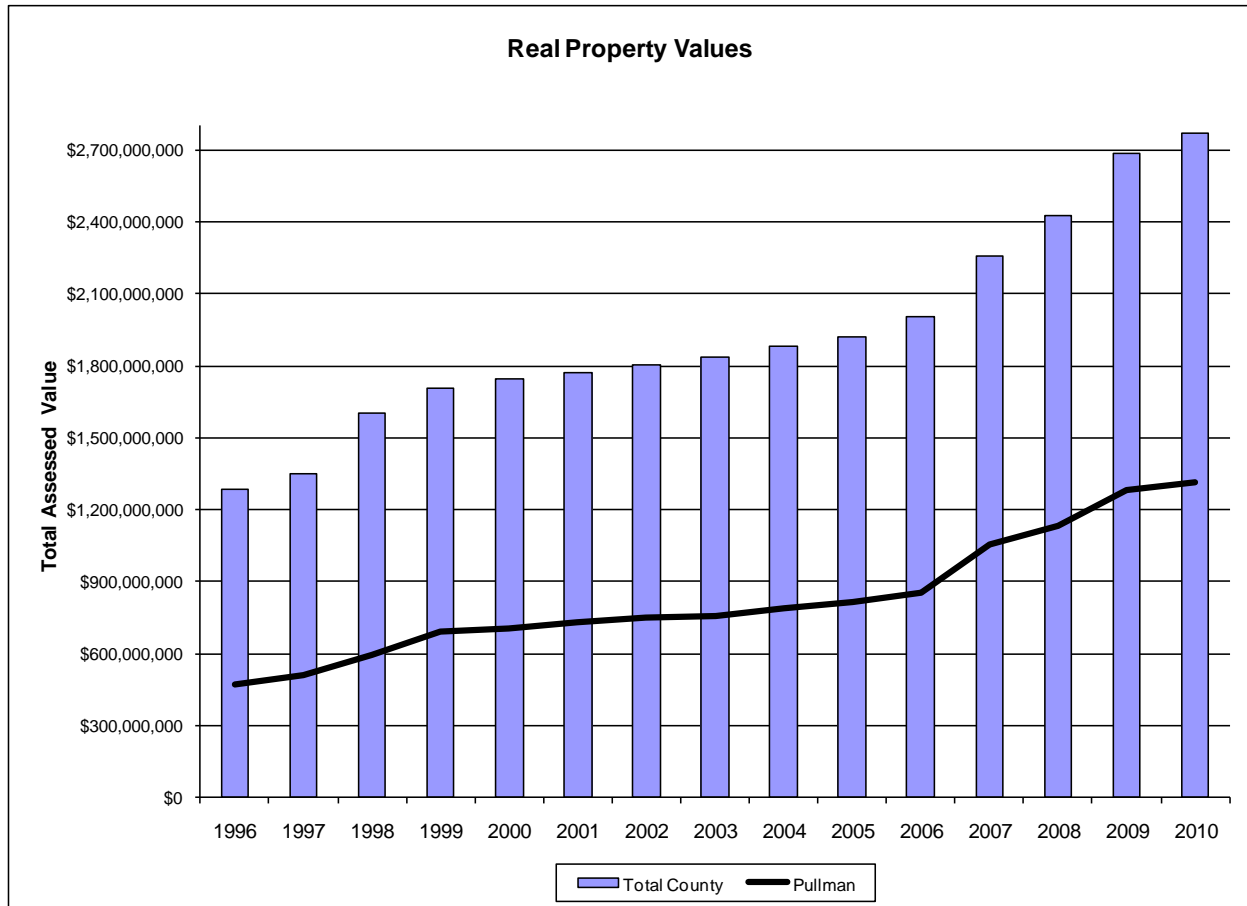
Statistical Data

City of Pullman
Population Trend Compared with Whitman County (All) and State
Last Five Primary Census Reports, 2001 - 2010 OFM Estimate

Year	City of Pullman	Percent Change	Whitman County	Percent Change	State of Washington	Percent Change
2010	27,920	1.2%	43,600	0.7%	6,733,250	1.0%
2009	27,600	1.7%	43,300	0.7%	6,668,200	1.2%
2008	27,150	1.1%	43,000	0.7%	6,587,600	1.5%
2007	26,860	-0.6%	42,700	-0.2%	6,488,000	1.8%
2006	27,030	1.7%	42,800	0.9%	6,375,600	1.9%
2005	26,590	2.6%	42,400	1.7%	6,256,400	1.4%
2004	25,905	2.4%	41,700	1.7%	6,167,800	1.1%
2003	25,300	1.6%	41,000	1.0%	6,098,300	0.9%
2002	24,910	1.5%	40,600	0.7%	6,041,700	1.1%
2001	24,540	-1.6%	40,300	-1.1%	5,974,900	1.4%
2000	24,948	6.3%	40,740	5.1%	5,894,121	21.1%
1990	23,478	-4.0%	38,775	-3.3%	4,866,700	17.8%
1980	23,579	15.0%	40,103	5.8%	4,132,000	21.1%
1970	20,509	58.3%	37,900	21.2%	3,413,000	19.6%
1960	12,957	N/A	31,263	N/A	2,853,200	N/A



Year	Total County Taxable Assessed Valuation	Pullman Assessed Valuation	Pullman Percent of County
1996	\$ 1,283,941,808	\$ 470,070,082	36.61%
1997	\$ 1,347,914,969	\$ 509,971,793	37.83%
1998	\$ 1,605,360,220	\$ 594,192,789	37.01%
1999	\$ 1,708,690,237	\$ 692,568,491	40.53%
2000	\$ 1,744,593,764	\$ 704,366,955	40.37%
2001	\$ 1,771,093,551	\$ 731,866,141	41.32%
2002	\$ 1,802,334,972	\$ 747,028,780	41.45%
2003	\$ 1,839,301,040	\$ 759,219,040	41.28%
2004	\$ 1,883,007,645	\$ 787,985,172	41.85%
2005	\$ 1,921,463,388	\$ 815,734,885	42.45%
2006	\$ 2,002,922,470	\$ 852,539,862	42.56%
2007	\$ 2,258,939,073	\$ 1,052,917,091	46.61%
2008	\$ 2,426,416,344	\$ 1,133,131,234	46.70%
2009	\$ 2,683,830,771	\$ 1,282,687,595	47.79%
2010	\$ 2,768,111,240	\$ 1,314,040,526	47.47%



City of Pullman

Building and Housing Data

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Number of Living Units										
Single Family	3,220	3,270	3,323	3,386	3,514	3,587	3,687	3,781	3,880	3,946
Duplex	793	797	811	821	833	839	869	887	889	893
Multiple Dwellings	4,855	5,053	5,076	5,243	5,395	5,665	5,993	6,151	6,211	6,360
Mobile Homes	518	522	527	531	543	541	530	581	577	528
Annual Housing Unit Increase										
Single Family	344	50	53	63	128	73	100	94	99	66
Duplex	-31	4	14	10	12	6	30	18	2	4
Multiple Dwellings	-28	198	23	167	152	270	328	158	60	149
Mobile Homes	22	4	5	4	12	-2	-11	51	-4	-49
Building Permit Valuation (Millions)										
	\$ 19.93	\$ 19.90	\$ 28.74	\$ 53.12	\$ 31.11	\$ 64.31	\$ 61.10	\$ 52.77	\$ 19.00	\$ 28.90

Trends in Building Permit Value

Total Value of All Permits Granted



NUMBER OF SINGLE FAMILY PERMITS FROM 1974-2009

<u>YEAR</u>	<u>NO. OF PERMITS</u>		<u>VALUATION</u>
2009	47	\$	9,264,708
2008	52		10,386,502
2007	96		16,988,724
2006	79		15,167,756
2005	103		19,666,288
2004	87		13,065,329
2003	81		11,739,729
2002	63		8,085,484
2001	53		6,202,506
2000	50		5,394,589
1999	58		6,754,741
1998	75		8,122,733
1997	38		4,191,113
1996	50		5,342,359
1995	89		7,928,058
1994	41		4,328,036
1993	26		3,011,568
1992	31		3,697,683
1991	33		3,826,943
1990	16		1,853,280
1989	11		1,120,060
1988	17		1,568,923
1987	11		1,106,390
1986	14		1,431,020
1985	21		1,849,408
1984	12		782,216
1983	18		932,136
1982	0		-
1981	15		771,011
1980	11		583,836
1979	31		1,720,359
1978	71		4,175,116
1977	57		2,560,533
1976	60		2,822,841
1975	43		1,896,335
1974	16		746,471

NUMBER OF SINGLE FAMILY AND MULTI-FAMILY UNITS RECEIVING BUILDING PERMITS FROM 1983-2009			
YEAR	NUMBER OF SINGLE FAMILY PERMITS	NUMBER OF MULTI-FAMILY UNIT PERMITS COVERED UNDER DUPLEX AND APARTMENT BUILDING PERMITS	TOTAL
2009	46	19	65
2008	47	34	81
2007	96	261	357
2006	79	241	320
2005	103	300	403
2004	87	174	261
2003	81	189	270
2002	63	177	240
2001	53	37	90
2000	50	202	252
1999	58	12	70
1998	75	6	81
1997	38	139	177
1996	50	127	177
1995	89	313	402
1994	41	74	115
1993	26	229	255
1992	31	8	39
1991	33	62	95
1990	16	142	158
1989	11	6	17
1988	17	0	17
1987	11	14	25
1986	14	10	24
1985	21	364	385
1984	12	54	66
1983	18	101	119
1982	0	0	0
1981	15	0	15
1980	11	0	11

City of Pullman Public Works Statistics

City of Pullman Public Works Statistics										
Service Area	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
City Area (Sq Miles)	8.93	8.93	8.88	9.19	9.44	9.44	9.60	9.67	9.67	9.68
Population	24,553	25,300	25,905	25,905	26,590	27,030	26,860	27,150	27,600	27,920
Street Miles(1)	58.9	59.0	59.0	59.0	61.2	61.2	62.9	63.3	63.3	63.4
State Highways (Miles)	9.9	9.9	9.9	9.9	9.9	9.9	9	9.0	9.0	9.0
Traffic Signals (No.)	17	17	17	17	17	17	17	17	17	19
Street Lights (No.)	1,273	1,273	1,273	1,273	1,273	1,273	1,292	1,314	1,314	1,321
Number of Water Wells	4	4	5	5	5	5	5	5	5	6
Well Capacity (Gal/Minute)	4,099	5,166	6,960	5,899	6,960	6,960	6,960	6,960	6,960	8,760
Storage reservoirs	9	9	9	9	9	9	9	9	9	11
Storage Capacity (Mill Gal)	6.3	6.3	6.3	6.3	6.3	6.3	6.3	6.3	6.3	7.7
Water Mains (Miles)	86.6	87.0	87.0	89.5	92.6	92.6	96.9	97.6	97.6	100.0
Est. Population served	18,960	19,718	19,870	20,508	20,970	20,970	21,352	21,293	21,293	21,439
Active Services	4,243	4,309	4,374	4,459	4,565	4,557	4,557	4,943	4,943	4,978
Fire Class	5	4	4	4	4	4	4	4	4	4
Year's Pumpage (Mill Gals)	851	860	897	842	871	923	910	895	895	894
Peak Day (Mill Gals)	4.90	5.10	5.70	4.80	5.30	5.50	5.30	5.10	5.10	4.77
Water Hardness (mg/liter)	124	124	124	124	124	124	115	117	117	108
Sanitary Sewer Mains(Miles)	80.10	80.40	80.40	84.70	87.50	87.50	89.90	90.30	90.30	90.60
Flow Treated (Mill Gals)	1,062	1,086	1,106	1,108	996	1,071	1,004	985	985	998
Peak Day Flow Treated (Mill Gals)	6.34	6.72	6.72	8.60	4.41	5.73	5.69	5.93	5.93	7.40
Treatment Plant Capacity (Mill Gals)	8.6	8.6	8.6	8.6	8.6	8.6	8.6	8.6	8.6	8.6
(1) Excluding Washington State University										

CITY OF PULLMAN STATISTICS

2010 General Fund Operating Budget	\$15,220,625
2010 TOTAL General Fund Budget	\$15,402,406
20109 TOTAL City Budget for all funds	\$46,428,156
Assessed Value	\$1,314,040,526
City of Pullman General Levy Rate	\$2.8352/\$1,000
Emergency Medical Services (EMS) Rate	\$0.3940/\$1,000
Go Bond Levy Rate	\$0.2167/\$1,000
Metropolitan Park District	\$0.3940/\$1,000
TOTAL City Property Tax Rate	\$3.8399/\$1,000
Full-Time Employees	184
Regular Part-Time (20 HRS +) Employees	36
Additional Monthly Casual or Seasonal	140
TOTAL Employees for an Average Month	339
City Area	9.68 miles
Population	27,920 (OFM estimate April 2010)
Streets (Excluding WSU)	63.4 miles
State Highway	8.99 miles
Traffic Signals	17
Street Lights	1,321
Bicycle/Pedestrian Paths	10.0 miles
Number of Water Wells	6
Well Capacity	8,760 gallons/minute - designed 7,699 gallons/minute - throttled
Storage Reservoirs	11
Storage Capacity	7.7 million gallons
Water Mains	100.0 miles
Population Served	21,439
Active Services	4,978
Pumpage	895.2 million gallons
Peak Day	5.9 million gallons
Water Hardness	117 mg/ltr.

Sanitary Sewer Mains	90.6 miles
Flow Treated	988 million gallons
Peak Day Flow Treated	7.40 million gallons (Jan 9)
Treatment Plant Capacity	8.6 million gallons/winter peak
Snow Load	30 psf
Frost Depth	30"
Wind Load	85 mph
Seismic Zone	B
State/NW Energy Code Zone	2
Soil Bearing Value (generally)	1500 psf
Latitude	N. 46°43'40"
Longitude	W. 117°11'
Elevation	2346' at Main St./Grand Ave.
Downtown 100 yr. Flood Elevation	2349'

BUILDING/HOUSING DATA

Single Family Dwellings	3,946 units
Duplexes	893 units
Multiple Dwellings	6,363 units
Mobile Homes	528 units

PARKS

Reaney Park	1.64 acres	Kruegel Park	7.92 acres
Sunnyside Park	25 acres	Lawson Gardens	13 acres
McGee Park	3.04 acres	Military Hill Park	25 acres
Harrison Tot Lot	.233 acres	Woodcraft Park	.84 acres
City Playfield	8.66 acres	City RV Park	24 spaces
Terre View Park	3.25 acres	Spring Street Park	2.75 acres
Itani Park	7.45 acres	Petry Natural Area	1.96 acres
Conservation	15.85 acres	Mary' Park	+/-5 acres

FIRE DEPARTMENT

Fire Protection Rating	4
Fire Alarms	816
Emergency Medical Services (EMS) calls	2,218

POLICE DEPARTMENT

INCIDENT	2008	2009
Aggravated Assault	22	50
Arson	2	4
Burglary	120	104
Forcible Rape	10	9
Homicide	0	1 (attempted)

Larceny/Theft	377	462
Motor Vehicle Theft	11	27
Robbery	5	8

LIBRARY

Circulation	419,089 items	Collection Size:	79,414
Weekly visits			7,678
Registered cardholders			26,003

TRANSIT 2009 RIDERSHIP FIGURES

Fixed-Route	1,332,178
Dial-A-Ride	16,540

PULLMAN-MOSCOW REGIONAL AIRPORT

Departures in 2009 (approximate figure)	32,553
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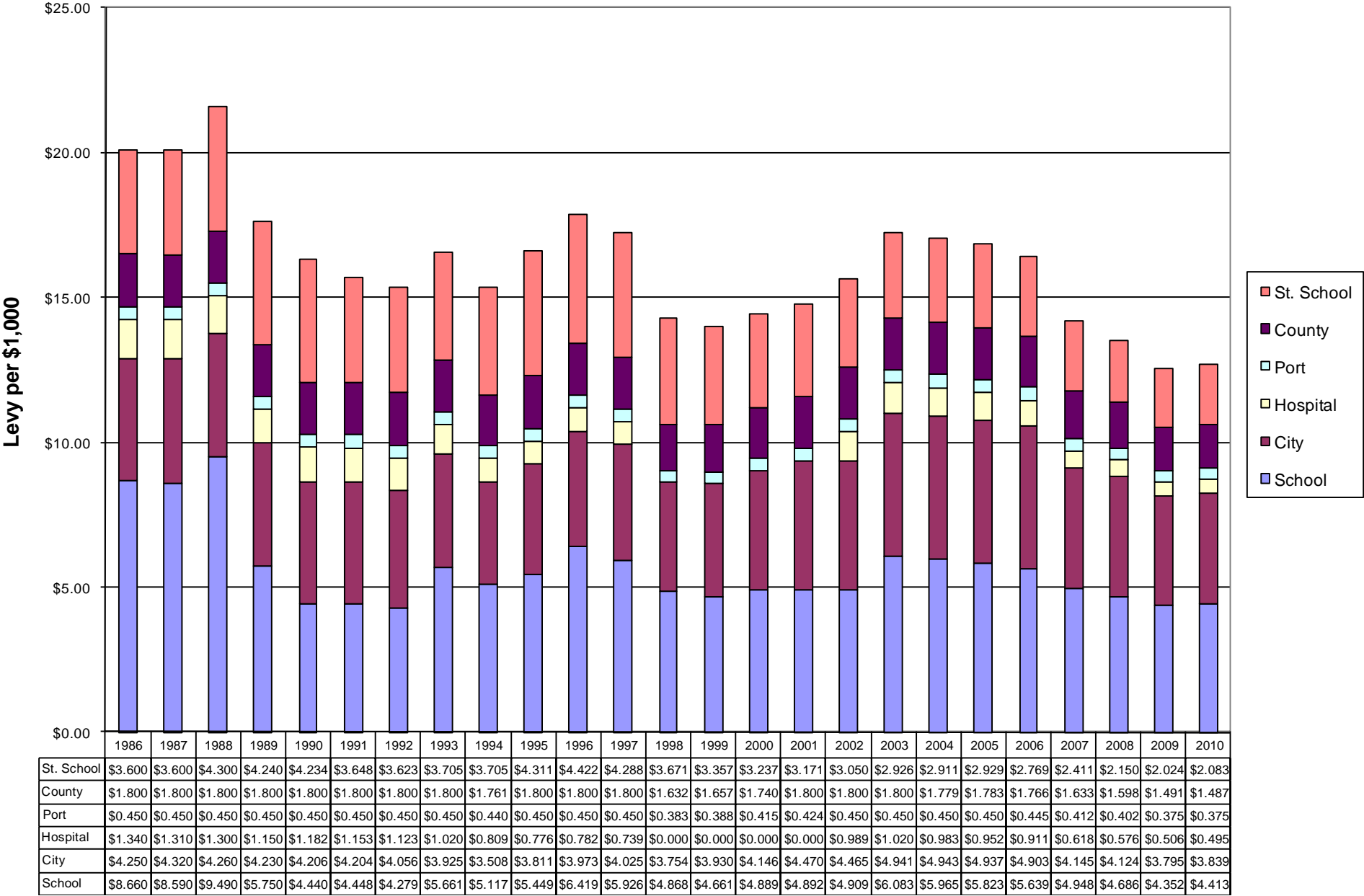
City of Pullman
Property Tax Levies
2001-2005

Year	Entity	Levy /\$1000	Estimated Pullman Revenue	Percent of Total	Dollars Per Capita	Dollars Per \$229,000 Home
2001	School District #267	\$4.8922	\$3,580,436	33.1%	\$142.37	\$1,120.31
	City	\$4.4703	\$3,271,661	30.3%	\$130.09	\$1,023.70
	Port	\$0.4247	\$310,824	2.9%	\$12.36	\$97.26
	County	\$1.8000	\$1,317,359	12.2%	\$52.38	\$412.20
	State School	\$3.1713	\$2,320,967	21.5%	\$92.28	\$726.23
TOTAL		\$14.7585	\$10,801,247		\$429.48	\$3,379.70
2002	School District #267	\$4.9098	\$3,667,762	31.3%	\$149.46	\$1,124.34
	City	\$4.4655	\$3,335,857	28.5%	\$135.94	\$1,022.60
	Hosp. Bond	\$0.9899	\$739,484	6.3%	\$30.13	\$226.69
	Port	\$0.4500	\$336,163	2.9%	\$13.70	\$103.05
	County	\$1.8000	\$1,344,652	11.5%	\$54.79	\$412.20
	State School	\$3.0502	\$2,278,587	19.5%	\$92.85	\$698.50
TOTAL		\$15.6654	\$11,702,505		\$476.87	\$3,587.38
2003	School District #267	\$6.0835	\$4,618,709	35.3%	\$185.42	\$1,393.12
	City	\$4.9411	\$3,749,590	28.7%	\$150.53	\$1,131.51
	Hosp. Bond	\$1.0201	\$769,635	5.9%	\$30.90	\$233.60
	Port	\$0.4500	\$341,649	2.6%	\$13.72	\$103.05
	County	\$1.8000	\$1,366,594	10.5%	\$54.86	\$412.20
	State School	\$2.9265	\$2,221,855	17.0%	\$89.20	\$670.17
TOTAL		\$17.2212	\$13,068,032		\$524.63	\$3,943.65
2004	School District #267	\$5.9658	\$4,700,962	34.2%	\$185.81	\$1,366.17
	City	\$4.9431	\$3,893,330	28.3%	\$153.89	\$1,131.97
	Hosp. Bond	\$0.9836	\$770,293	5.6%	\$30.45	\$225.24
	Port	\$0.4500	\$354,593	2.6%	\$14.02	\$103.05
	County	\$1.7790	\$1,401,826	10.2%	\$55.41	\$407.39
	State School	\$2.9119	\$2,294,534	16.7%	\$90.69	\$666.83
TOTAL		\$17.0334	\$13,415,538		\$530.27	\$3,900.65
2005	School District #267	\$5.8231	\$4,750,106	33.9%	\$187.75	\$1,333.49
	City	\$4.9370	\$4,025,901	28.7%	\$159.13	\$1,130.57
	Hosp. Bond	\$0.9527	\$773,429	5.5%	\$30.57	\$218.17
	Port	\$0.4500	\$367,081	2.6%	\$14.51	\$103.05
	County	\$1.7837	\$1,455,026	10.4%	\$57.51	\$408.47
	State School	\$2.9297	\$2,389,858	17.1%	\$94.46	\$670.90
TOTAL		\$16.8762	\$13,761,401		\$543.93	\$3,864.65

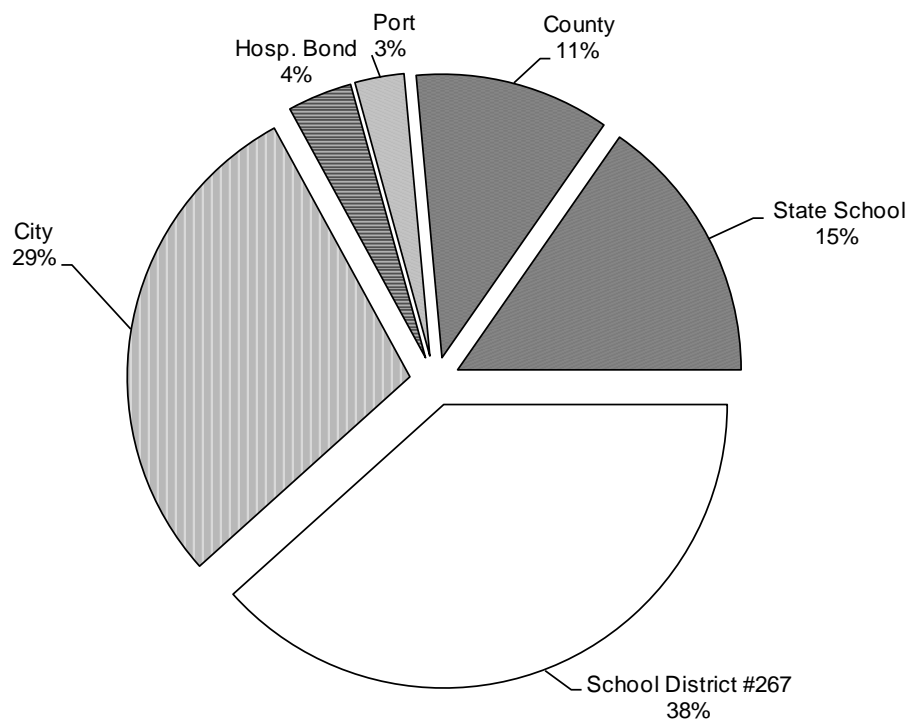
City of Pullman
Property Tax Levies
2006-2010

Year	Entity	Levy /\$1000	Estimated Pullman Revenue	Percent of Total	Dollars Per Capita	Dollars Per \$229,000 Home
2006	School District #267	\$5.6392	\$4,807,643	32.2%	\$180.81	\$1,291.38
	City	\$4.9031	\$4,178,791	28.0%	\$157.16	\$1,122.81
	Hosp. Bond	\$0.9119	\$773,949	5.2%	\$29.11	\$208.83
	Port	\$0.4457	\$379,977	2.5%	\$14.29	\$102.07
	County	\$1.7667	\$1,506,182	10.1%	\$56.64	\$404.57
	State School	\$2.7695	\$2,361,109	15.8%	\$88.80	\$634.22
TOTAL		\$16.4361	\$14,007,651		\$526.80	\$3,763.87
2007	School District #267	\$4.9485	\$5,210,360	34.0%	\$192.76	\$1,133.21
	City	\$4.1459	\$4,363,929	28.5%	\$161.45	\$949.41
	Hosp. Bond	\$0.6180	\$647,664	4.2%	\$23.96	\$141.52
	Port	\$0.4122	\$434,012	2.8%	\$16.06	\$94.39
	County	\$1.6339	\$1,720,361	11.2%	\$63.65	\$374.16
	State School	\$2.4119	\$2,539,531	16.6%	\$93.95	\$552.33
TOTAL		\$14.1704	\$14,915,857		\$551.83	\$3,245.02
2008	School District #267	\$4.6860	\$5,309,853	34.6%	\$197.69	\$1,073.09
	City	\$4.1245	\$4,672,146	30.5%	\$173.94	\$944.51
	Hosp. Bond	\$0.5769	\$650,600	4.2%	\$24.22	\$132.11
	Port	\$0.4028	\$456,425	3.0%	\$16.99	\$92.24
	County	\$1.5980	\$1,810,744	11.8%	\$67.41	\$365.94
	State School	\$2.1505	\$2,436,799	15.9%	\$90.72	\$492.46
TOTAL		\$13.5387	\$15,336,567		\$570.98	\$3,100.36
2009	School District #267	\$4.3522	\$6,449,690	38.0%	\$237.56	\$996.65
	City	\$3.7950	\$4,866,468	28.7%	\$179.24	\$869.06
	Hosp. Bond	\$0.5064	\$646,753	3.8%	\$23.82	\$115.97
	Port	\$0.3759	\$482,162	2.8%	\$17.76	\$86.08
	County	\$1.4914	\$1,913,000	11.3%	\$70.46	\$341.53
	State School	\$2.0246	\$2,596,929	15.3%	\$95.65	\$463.63
TOTAL		\$12.5455	\$16,955,002		\$624.49	\$2,872.92
2010	School District #267	\$4.4137	\$6,733,170	38.3%	\$243.96	\$1,010.74
	City	\$3.8399	\$5,044,536	28.7%	\$182.77	\$879.34
	Hosp. Bond	\$0.4953	\$648,033	3.7%	\$23.48	\$113.42
	Port	\$0.3750	\$492,717	2.8%	\$17.85	\$85.88
	County	\$1.4877	\$1,954,872	11.1%	\$70.83	\$340.68
	State School	\$2.0839	\$2,691,693	15.3%	\$97.53	\$477.21
TOTAL		\$12.6955	\$17,565,020		\$636.41	\$2,907.27

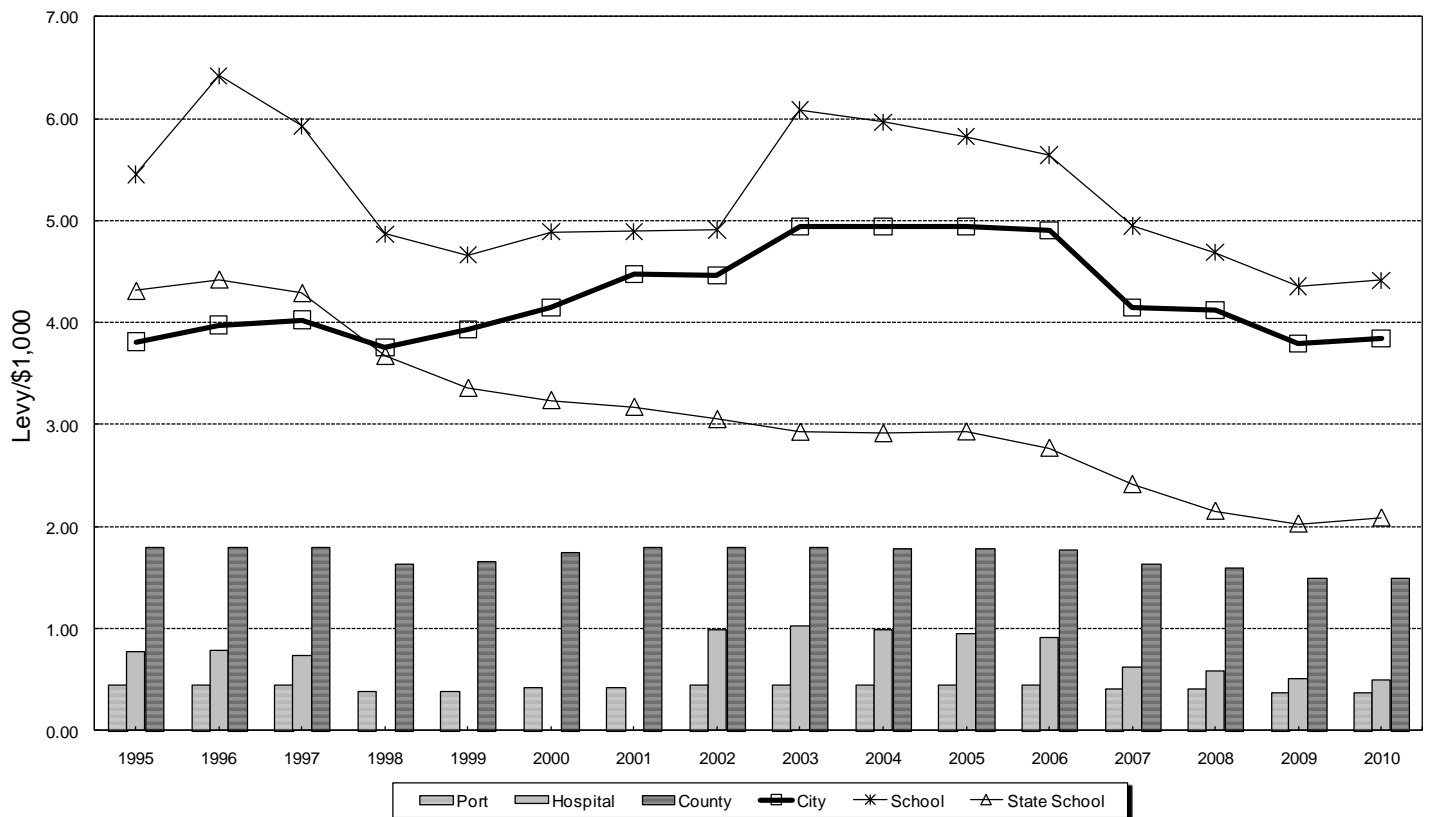
Pullman Property Tax Levy History



**Year 2010 Property Tax Levies
Within City of Pullman**



Property Tax Levies Within City of Pullman

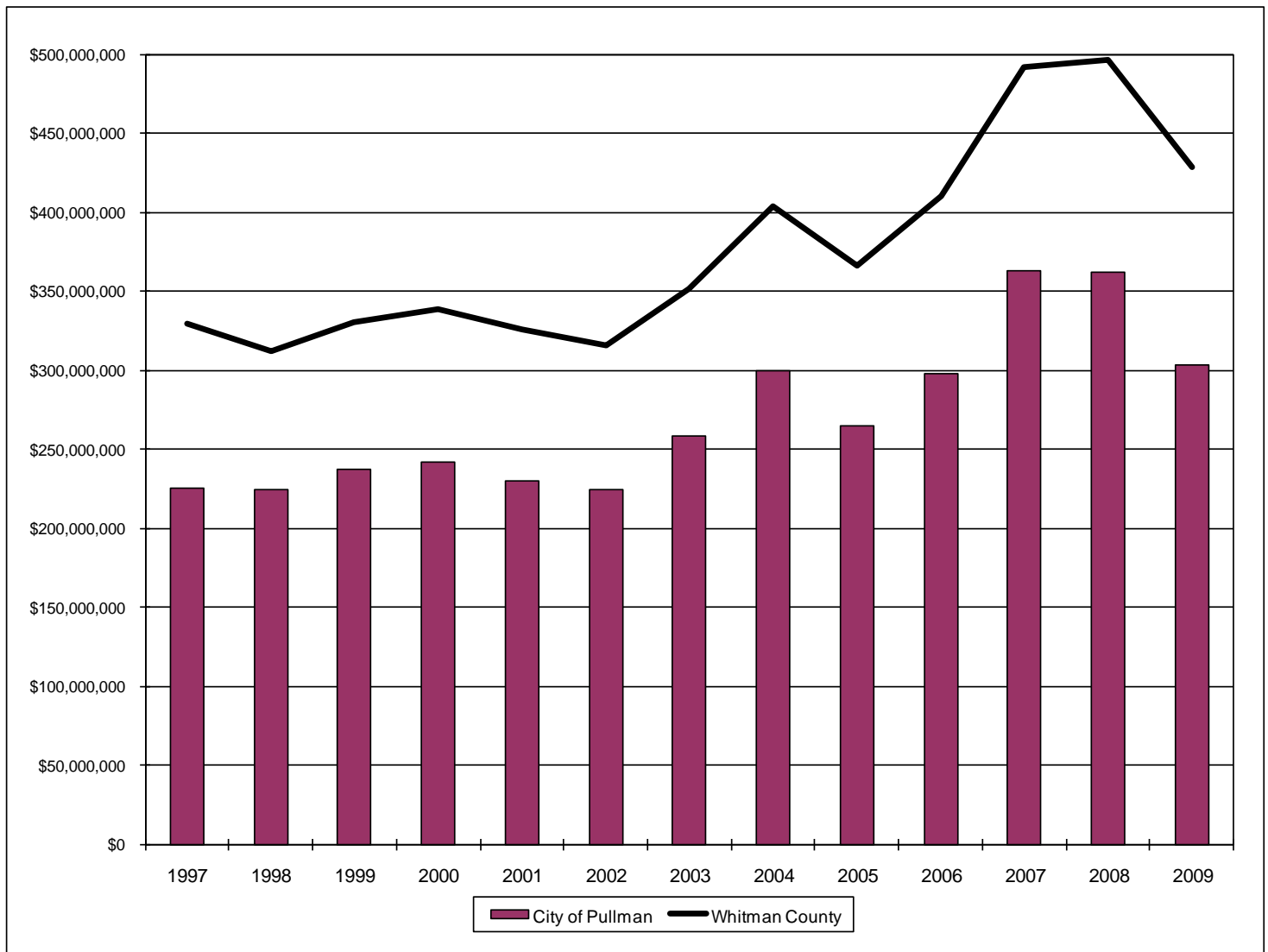


City of Pullman Major Employers

<u>Employer</u>	<u>Business Application</u>	<u>Full, Part-time and Seasonal Employees</u>
Washington State University (Pullman Only)	State University	5,300
Schweitzer Engineering	Electrical Engineering	1,430
Pullman Regional Hospital	Medical Care	385
City of Pullman	Local Government	360
Wal-Mart Stores	Discount Warehouse Store	330
Pullman School District	Education	265
Safeway	Supermarket	130
Dissmore's IGA	Supermarket	120
Shopko	Department Store	87

City of Pullman Taxable Retail Sales

Year	City of Pullman	Whitman County	Pullman % of County
1997	225,084,473	329,335,944	68.3%
1998	224,197,676	311,894,860	71.9%
1999	237,431,621	330,577,591	71.8%
2000	242,293,343	338,464,154	71.6%
2001	230,097,059	326,313,164	70.5%
2002	224,620,425	316,244,959	71.0%
2003	258,256,743	351,296,643	73.5%
2004	299,871,863	403,670,557	74.3%
2005	264,751,271	366,249,168	72.3%
2006	297,566,027	410,510,705	72.5%
2007	363,264,839	492,004,675	73.8%
2008	362,042,613	497,239,432	72.8%
2009	303,928,693	428,920,689	70.9%

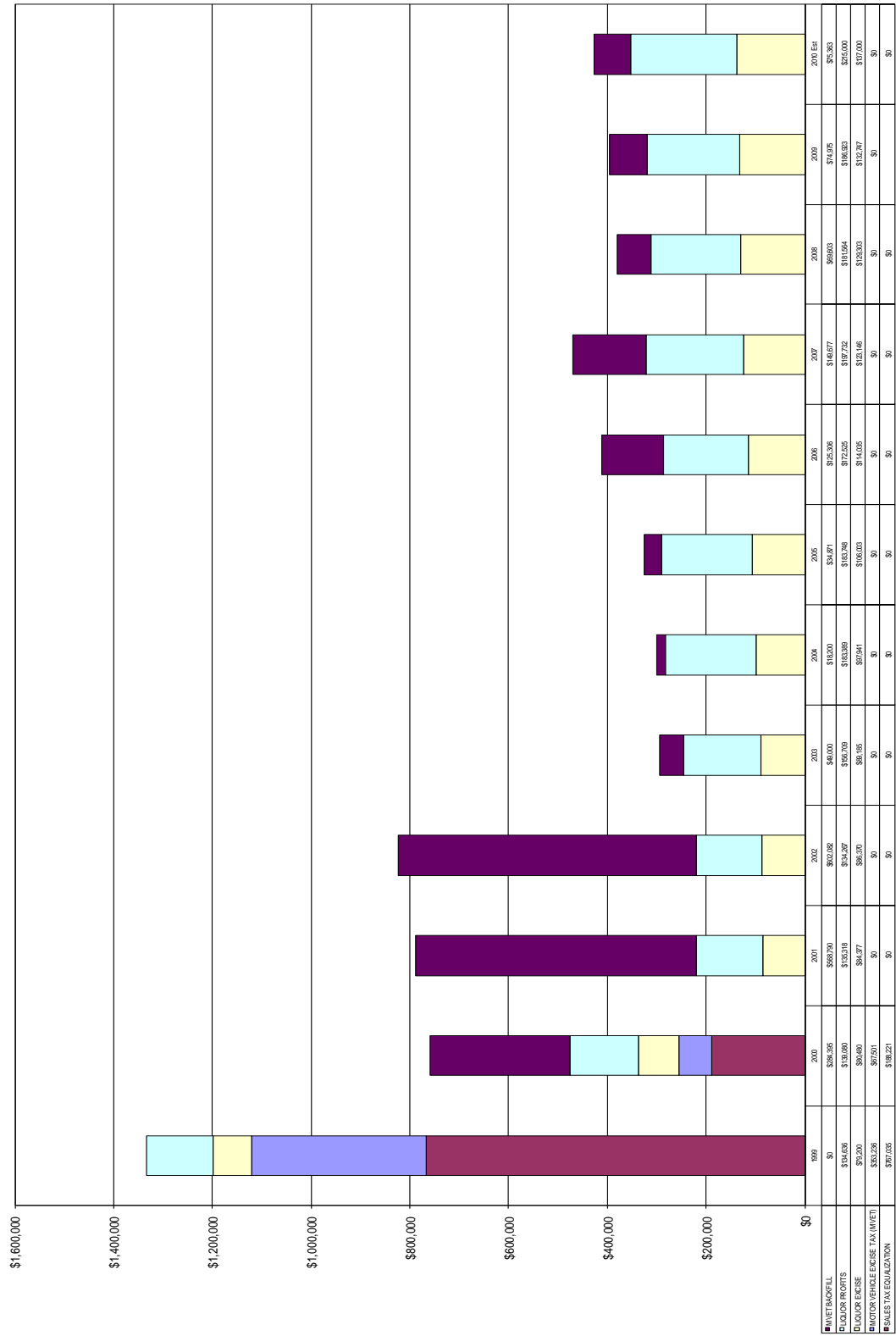


City of Pullman
Schedule of General Obligation Debt Service
2011 - 2019

Year	Non- voted G.O Debt Sewer and Water			Non- voted G.O Debt Street & Sidewalk Imp			Voted G.O Debt 2007 Parks, Paths, Sidewalks		Total Debt Service
	Principal	Interest(1)		Principal	Interest(1)		Principal	Interest(1)	
2011	100,000	103,907		35,000	7,000		215,000	70,100	531,007
2012	100,000	100,908		35,000	5,670		220,000	61,500	523,078
2013	100,000	97,907		35,000	4,305		230,000	52,700	519,912
2014	110,000	94,908		35,000	2,905		240,000	43,500	526,313
2015	110,000	91,607		35,000	1,470		250,000	33,900	521,977
2016	110,000	88,308					260,000	23,900	482,208
2017	120,000	84,732					270,000	13,500	488,232
2018	120,000	80,233							200,233
2019	130,000	75,432							205,432
TOTAL	\$1,000,000	\$817,942		\$175,000	\$21,350		\$1,685,000	\$299,100	\$3,998,392

(1) Several of the Bond Interest figures have been rounded.

STATE-SHARED REVENUES



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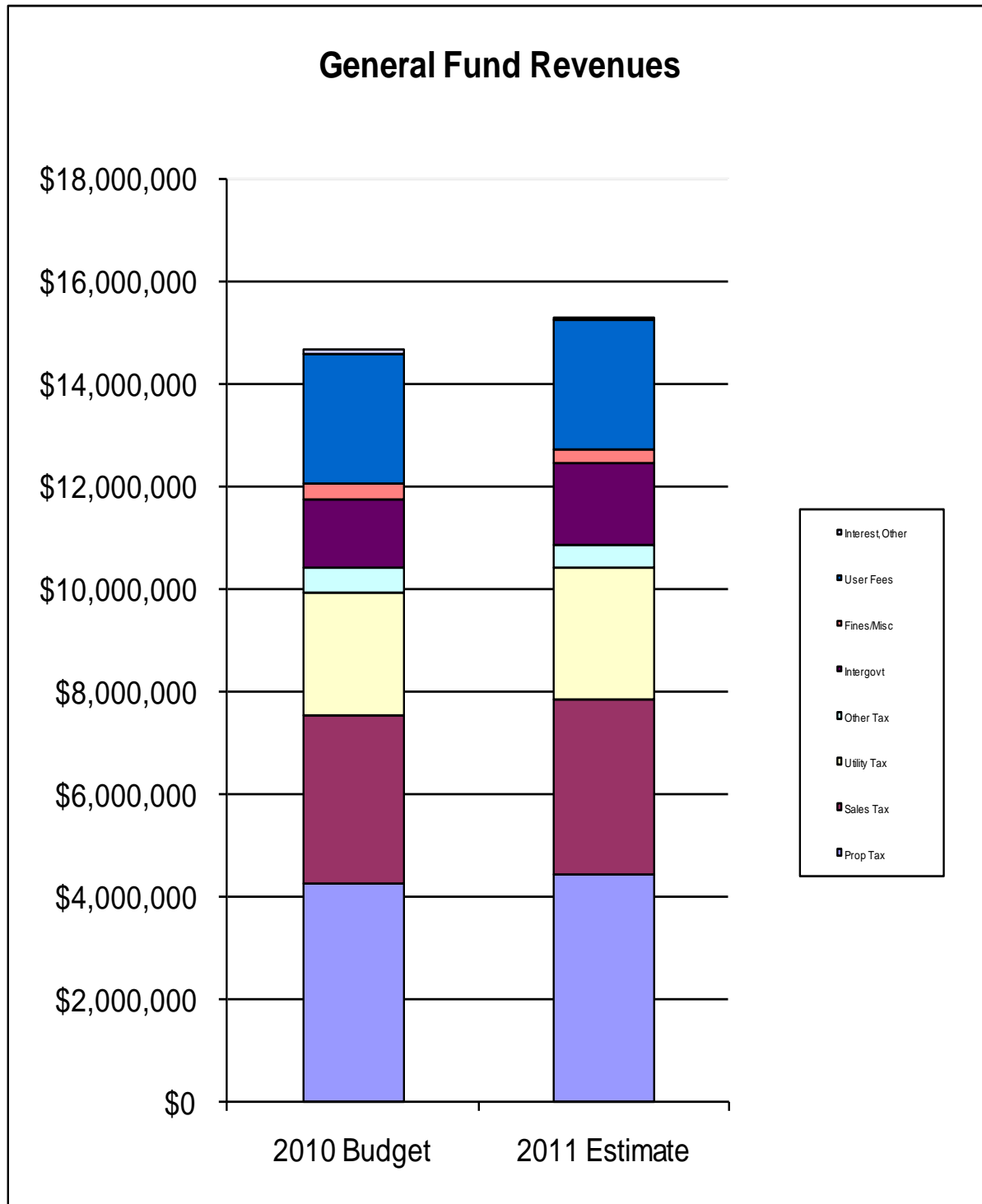
GENERAL GUIDELINES FOR CONSIDERING SERVICE REQUESTS

1. Should the service being considered be provided at all?
2. If the service is justified, is it most appropriate to let the private sector meet the demand without any public sector involvement or encouragement?
3. If public sector involvement is determined to be appropriate, should the public sector contract with the private sector to provide the service or provide the service as a public function?
4. If the service is determined to be best provided as a public function, what unit of government is most appropriate to provide the service?
5. If it is determined that municipal government would more appropriately deliver the service than would the federal government, state government, or a special purpose district, how will the funding for the new municipal service be provided?
6. The proposer(s) of a new service will be required to identify a specific funding source.

2010 - 2011 BUDGET SUMMARY BY FUND

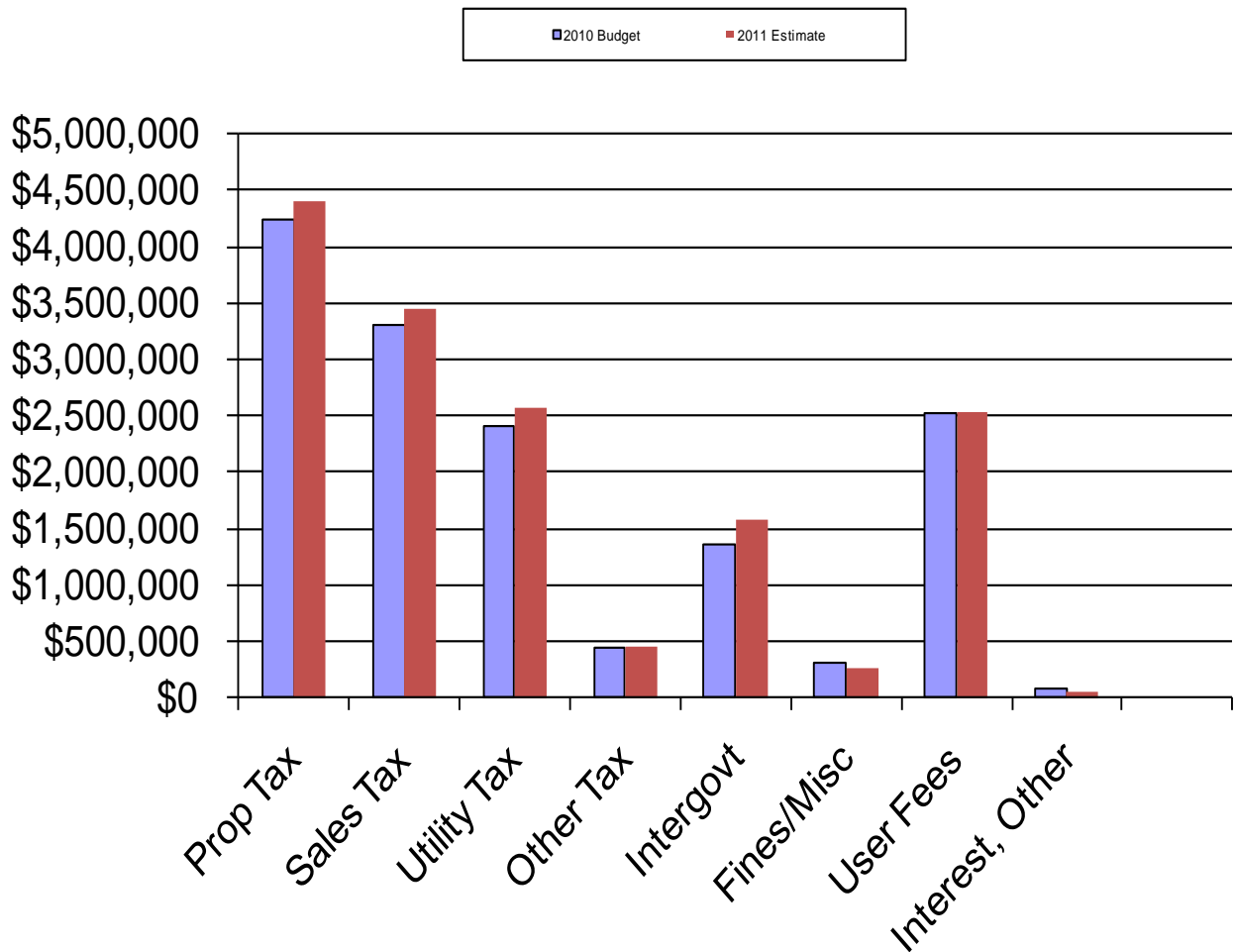
2010 AMENDED BUDGET*				2011 BUDGET REQUEST		
FUND	TITLE	REVENUES	EXPENDITURES	REVENUES	EXPENDITURES	CHANGE
001	GENERAL FUND:					
	ADMINISTRATION/FINANCE		1,281,974		1,237,149	(44,825)
	POLICE/SUPPORT SERVICE		5,059,476		5,315,473	255,997
	FIRE/RESCUE		4,113,899		4,374,762	260,863
	PUBLIC WORKS		636,642		608,813	(27,829)
	PLANNING		261,251		261,291	40
	PUBLIC SERVICES		2,577,090		2,601,607	24,517
	LIBRARY		1,180,773		1,180,739	(34)
	GENERAL GOVERNMENT		176,632		195,594	18,962
	OPERATING TRANSFERS:					
	AIRPORT		32,013		32,013	
	OTHER		66,722		66,722	
	TOTAL OPERATING EXPENDITURES:		\$15,386,472		\$15,874,163	\$487,691
						OPERATING PERCENTAGE CHANGE: 3.2%
	CAPITAL EXPENDITURES & TRANSFERS:					
	CAPITAL EXPENDITURES		181,781		98,390	(83,391)
	TO DEBT REDEMPTION FUND					
	TO OTHER FUNDS					
	TOTAL CAPITAL:		\$181,781		\$98,390	(\$83,391)
	TOTAL GENERAL FUND:	\$14,682,214	\$15,568,253	\$15,306,399	\$15,972,553	\$404,300
						TOTAL FUND PERCENTAGE CHANGE 2.6%
104	ARTERIAL STREETS	1,688,548	2,090,650	1,445,750	1,445,750	(644,900)
105	STREETS	1,774,500	2,477,253	1,744,650	2,433,260	(43,993)
120	CIVIC IMPROVEMENT	265,163	300,163	271,990	327,271	27,108
310	CEMETERY EXPANSION	2,000	10,000	800	6,000	(4,000)
315	2005 LTGO BOND FUND	43,278	43,278	42,500	42,305	(973)
316	2007 BOND FUND	283,300	628,300	285,500	293,500	(334,800)
317	2009 AIRPORT WATER BOND FUND	46,500	2,297,393	204,908	204,908	(2,092,485)
322	DOWNTOWN RIVERWALK	20	13,000	2	1,000	(12,000)
401	UTILITIES	7,766,500	7,183,847	8,021,197	7,619,606	435,759
403	UTILITY CAPITAL PROJECTS		3,048,175		4,485,329	1,437,154
404	STORMWATER	748,000	580,340	1,264,309	1,092,146	511,806
405	TRANSIT	5,388,823	5,827,643	3,514,883	3,520,361	(2,307,282)
501	EQUIPMENT RENTAL	2,616,964	3,275,393	2,609,972	3,436,382	160,989
504	GOV'T BUILDINGS	875,118	987,118	1,093,131	1,038,991	51,873
507	INFORMATION SYSTEMS	378,814	378,315	386,047	390,517	12,202
607	LAWSON GARDENS ENDOW	111,614	167,451	89,000	169,368	1,917
610	CEMETERY CARE FUND	8,500	8,000	6,760	6,000	(2,000)
615	FIREMEN'S PENSION	25,651		27,160		
651	AIRPORT AGENCY	1,921,841	1,873,006	5,189,069	5,436,018	3,563,012
	TOTAL ALL FUNDS:	\$38,627,348	\$46,757,578	\$41,504,027	\$47,921,265	\$1,163,687
						PERCENTAGE CHANGE: 2.5%

* Includes Budget Amendments Approved on June 15,2010 and October 12,2010.



2011 Total: \$15,306,399

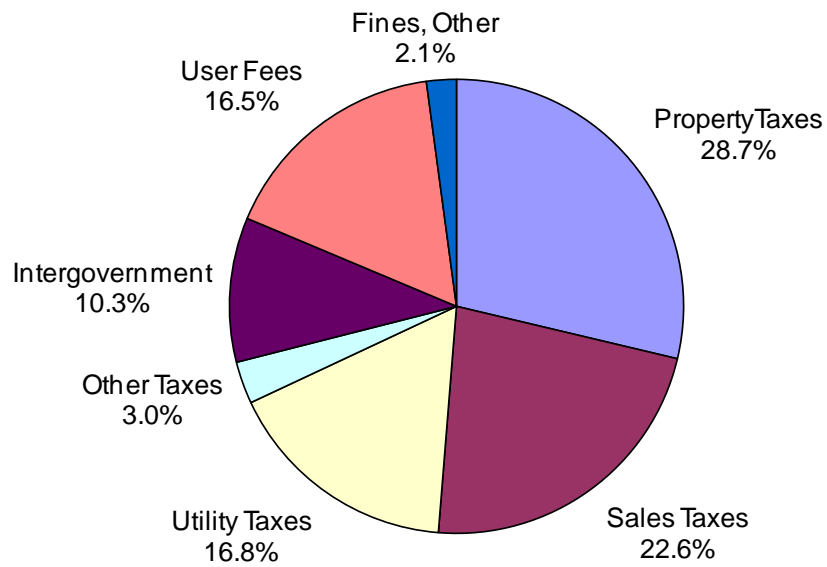
General Fund Revenues



2011 Total: \$15,306,399

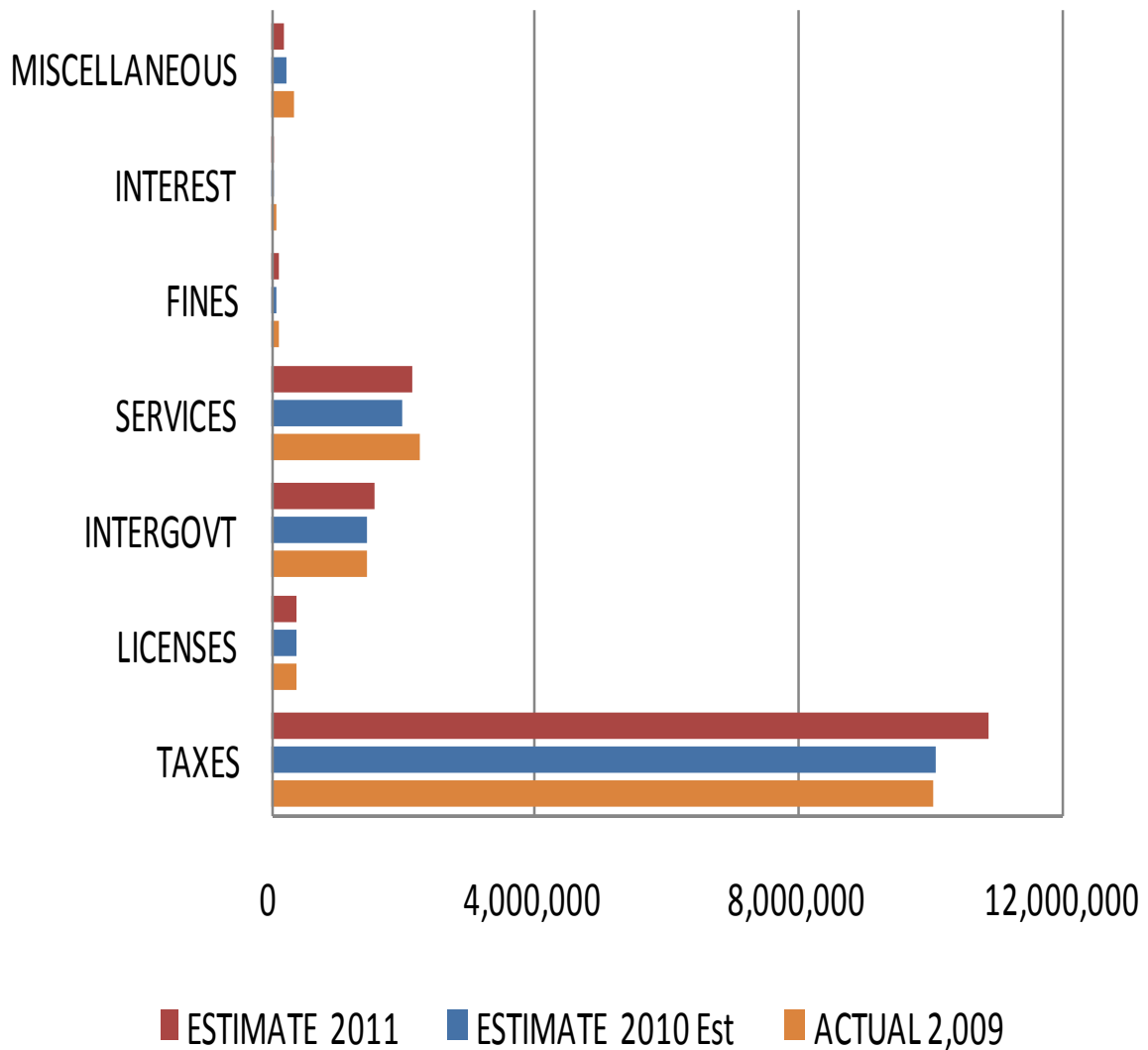
Pullman's General Fund 2011 Budget

Estimated Revenues: \$15,306.399



2011 Total: \$15,306,399

General Fund Revenue History



2010 Total: \$15,306,399

FUND NUMBER**TITLE****001****GENERAL FUND - REVENUES**

PURPOSE: The General Fund receives virtually all unrestricted revenues required by the City to support general governmental services such as Police and Fire protection, Recreation, Parks, Cemetery, Planning, Building Inspection, Engineering, Library and Administration/Finance. The General Fund also provides operating support to the Pullman - Moscow Airport and the Information Systems Fund for government access channel services. In addition, the General Fund provides major funding for capital projects previously approved under the City's Capital Improvement Program.

REVENUES: Revenues to support these functions are derived primarily from various taxes collected both locally and also state-shared, together with fees, permits, grants, charges for services, fines, income from investments and miscellaneous other sources.

2011 ESTIMATES:

INTRODUCTION: The November 1999 election brought us Initiative 695, which eliminated state motor vehicle excise taxes (MVET), a share of which was redistributed to local governments. This vote also effectively ended our entitlement to sales tax equalization that was funded through another local share of the MVET. Although the Washington Supreme Court later ruled this initiative unconstitutional, the legislature responded to the popular vote by ending the motor vehicle excise tax. As estimated by the Washington State Office of Financial Management (OFM), our total entitlement loss for fiscal year 2001 was \$1,305,624. The state provided backfill funding relief of \$284,395 in 2000, \$568,790 for use in 2001, \$602,082 for use in 2002, \$49,000 for use in 2003, and \$18,200 for use in 2004. For 2005, the state provided \$12,100. During the 2005 Legislative Session, the Legislature passed Senate Bill 6050, which will provide the City of Pullman with an estimated \$68,090 in backfill funding in 2011.

General Fund cash and reserves at year-end 2011 should equal approximately \$1.129 million. We estimate that 2011 total

revenues will increase 4.3 percent or \$624,185 from the budgeted 2010 total. Details on various revenue elements follow:

TAXES: On November 7, 2000, the voters approved Proposition One, which permitted the property tax levy to increase to the \$3.60 per thousand maximum. Up until 2007, the City has levied the statutory maximum or very near the limit. In 2007 the Whitman County Assessor's Office increased property values in Pullman by 20 percent to reflect increasing market values. Because of increasing expenditures, we recommend that we continue to maximize property tax collections by accepting all new construction to the assessment rolls as well as an increase to collections up to the revenue limit of 1.0 percent. I-747, which limits property tax growth to 1.0 percent or the implicit price deflator (IPD) whichever is less, was ruled unconstitutional in June of 2006 by a King County Judge. This ruling was appealed in July of 2006. Arguments were heard by the State Supreme Court in May 2007. The decision was upheld. During a special legislative session in December 2007, the legislature passed house bill 2416 and the Governor signed the bill into law. The law reinstated the 1.0 revenue limit provisions of I-747. General property taxes should generate approximately \$3,825,145, an increase of \$134,854 over 2010, due to the addition of new construction to next year's tax rolls and increasing collections by the revenue limit of 1.0 percent. The general property taxes will generate approximately 25.2 percent of 2011 General Fund revenues. The voter-approved permanent continuation of the EMS levy will produce approximately \$536,128, an increase of \$18,739 due to new construction and the 1.0 percent revenue limit increase. Together the general property tax revenue and the EMS levy comprise 28.7 percent of General Fund revenues.

Up until 2009, we had seen positive impacts to the sources of local sales taxes from the recent record-breaking levels of local development. In addition to strong construction levels, other retail sales tax areas had shown growth. However, those areas were not as significant as the increases due to new construction. Building permit issues indicate that 2011 will not be a strong construction year. During the 2008 Mid-Year Financial report, we warned of a decrease to sales tax revenues because of the scheduled completions of major taxable WSU projects. 2010 sales taxes are being collected at a lower rate than what was budgeted. Sales taxes revenue projections are higher than the actual 2009 collection rate, and at a rate slightly higher than what was budgeted for 2010. Expected sales

tax revenues of \$3.18 million will provide about 20.8 percent of total General Fund revenues. The one-tenth of 1 percent sales tax for criminal justice purposes enacted countywide and distributed on a per capita basis should generate approximately \$275,000 and will provide 1.8 percent of total General Fund revenues in 2011.

In admissions taxes, the forecast is for a decrease in 2011 receipts. Utility taxes are expected to increase in 2011 and will provide about 12.5 percent of General Fund revenues. The positive impacts to utility taxes include rate increases for electric, natural gas and water/sewer rates. Indications are for a much colder winter, which obviously affects the tax amount received from energy providers. Overall, utility tax receipts should increase approximately \$187,000 from anticipated current year receipts - a 10.8 percent increase. Local taxes in total will provide about \$10,873,273, or 71.0 percent of the General Fund's total revenues. This is a 4.6 percent increase from 2010.

LICENSES AND PERMITS: The cable TV franchise fee should generate approximately \$155,000. No change is projected for building permits revenues. Other licenses are expected to increase slightly.

INTERGOVERNMENTAL REVENUE: This category includes state-imposed and collected taxes and profits, which are, shared primarily on a per capita basis with the state's cities. The Washington State Office of Financial Management estimated Pullman's 2010 population at 27,920 an increase of 320 from the 2010 estimate. The state's estimates of per capita shares in 2011 are Liquor Tax: \$4.98 and Liquor Profits: \$7.34.

In 2005, the City of Pullman entered into an Interlocal Agreement with Washington State University to provide fire protection services to the university campus. In 2011, the university will provide the City \$851,885 to offset the costs to provide those services.

State-shared and other intergovernmental and known grant revenue in 2011 will provide 10.3 percent of General Fund revenues (A comparison: in 1991, state-shared revenues provided 32 percent of the General Fund's revenues). Overall State-shared and other intergovernmental revenues are projected to increase 15.3 percent compared to 2010.

CHARGES FOR SERVICES: This category consists of service fees and

user charges. Ambulance fees, Parks and Recreation program fees, and Metropolitan Park District service fees are included in this category. We estimate that fee income will total approximately \$2,143,628, which is \$11,008 over the 2010 estimates. Approximately 12.0 percent of General Fund revenues are derived from user fees.

INTERFUND CHARGES: These are charges levied on other funds for General Fund services such as direct support and overhead charges from grounds keeping, accounting and administrative, and engineering activities, are included in Charges for Services. These charges will decrease \$24,103 as direct support services are projected to decrease.

FINES AND FORFEITS: A decrease of \$5,000 is projected for fine estimates. This category is projected to contribute 0.7 percent of total General Fund revenues.

INVESTMENT INTEREST: Until 2007, interest rates recovered from the alarming 2002 decreases. However due to the dramatic decrease to interest rates and the continued utilization of reserves in the coming year, we will expect to experience a decrease to investment income. Investment and miscellaneous income categories provide about 1.4 percent (\$218,625) of General Fund revenues.

ESTIMATED BEGINNING CASH: This estimate is included as a revenue item, although it does not represent continuing income. It is composed of a working capital element of approximately eight percent of expenditures that must be preserved to smooth out the gaps between ongoing monthly expenditures and an uneven revenue stream. It also should include a five percent contingency reserve that the Council established in 1984 as a goal for unanticipated emergency expenditures or revenue decreases. The estimated 2011 beginning unallocated and unreserved contingency reserve totals \$1.94 million, or 12.5 percent of the 2010 operating requests and 12.1 of 2011 operating request. The ending reserve total is estimated to be 7.11 percent of the 2011 operating requests. It is expected that the reserve will not meet the 13.0 percent level. However, year-end estimates have been historically conservative.

TOTAL REVENUES: Total 2011 revenues, before estimated beginning cash on hand, are expected to increase \$624,185 from the 2010 amended budget. Estimated 2011 General Fund revenues together with year-end 2010 reserves and savings are sufficient to

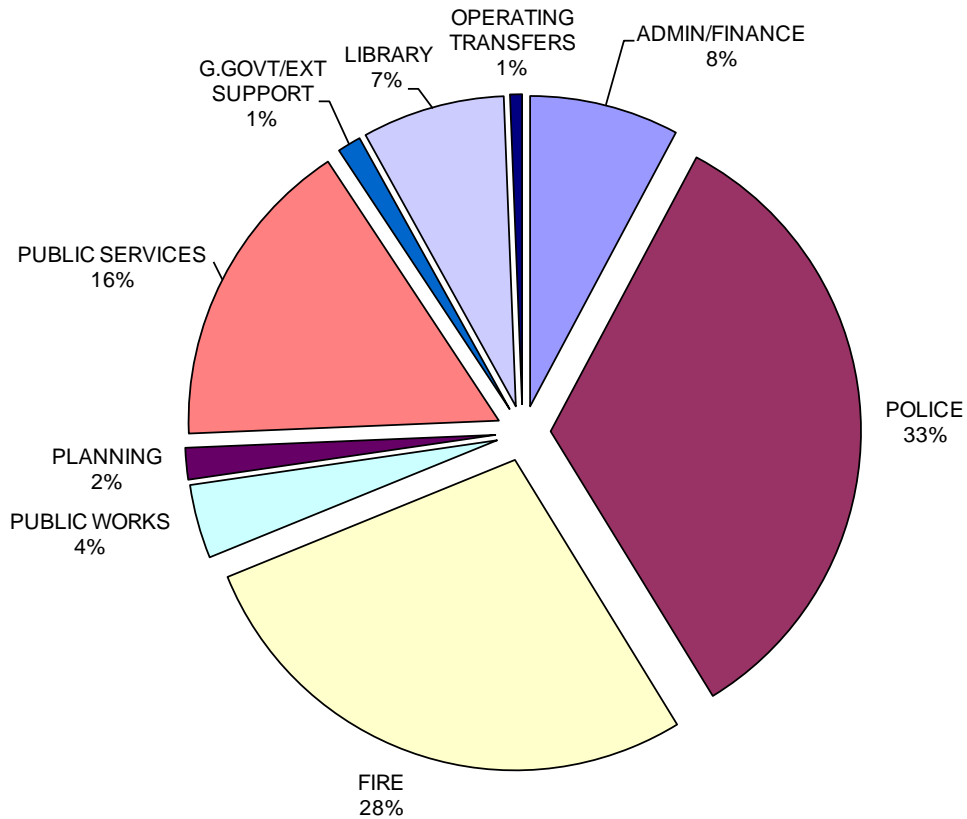
sustain the 2011 budget requests but will not meet the 13.0 percent reserve level. Ending cash is expected to fall short of the City Council's goal to sustain a 13.0 percent reserve level.

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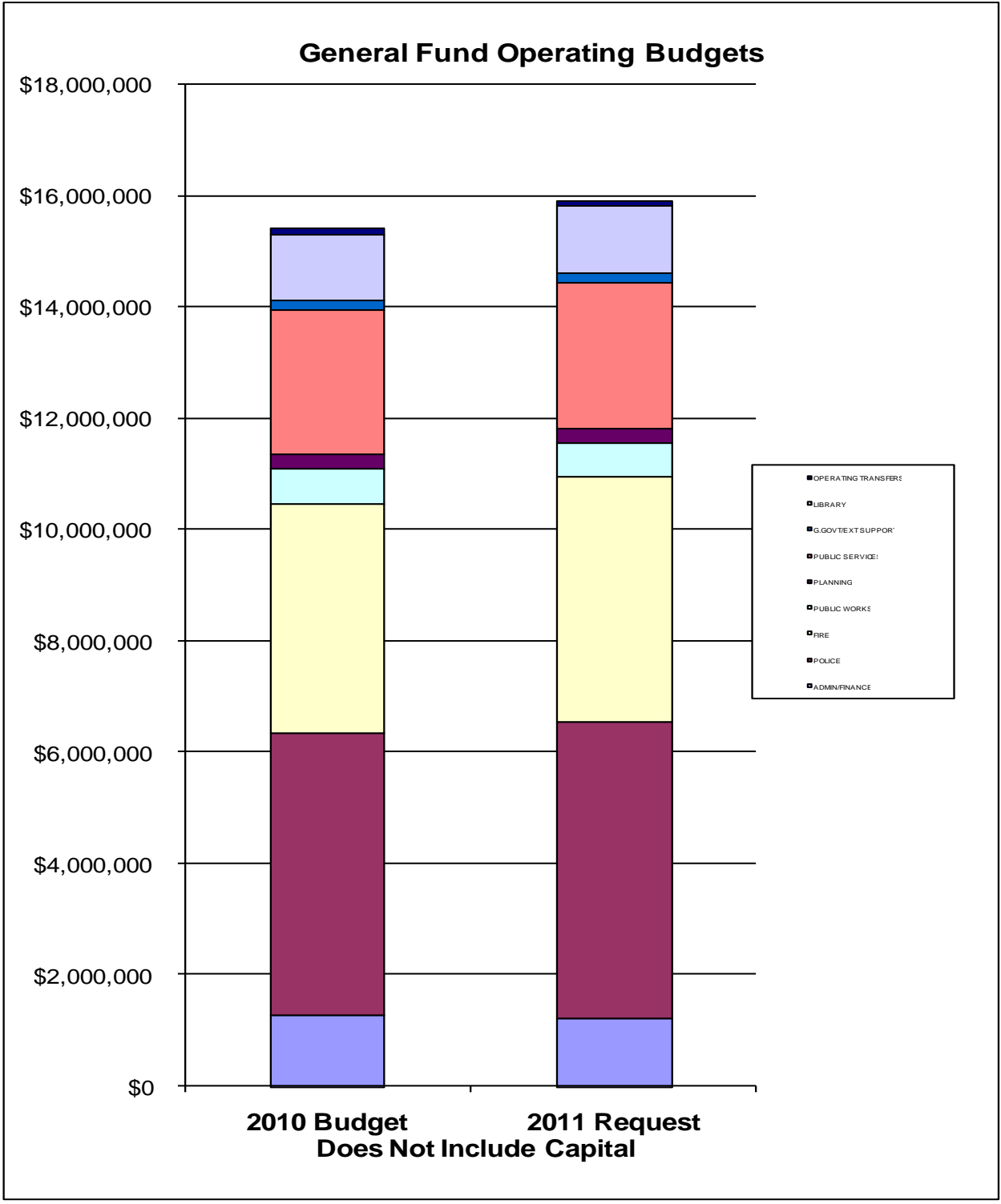
2011 GENERAL FUND REVENUE ESTIMATE SUMMARY

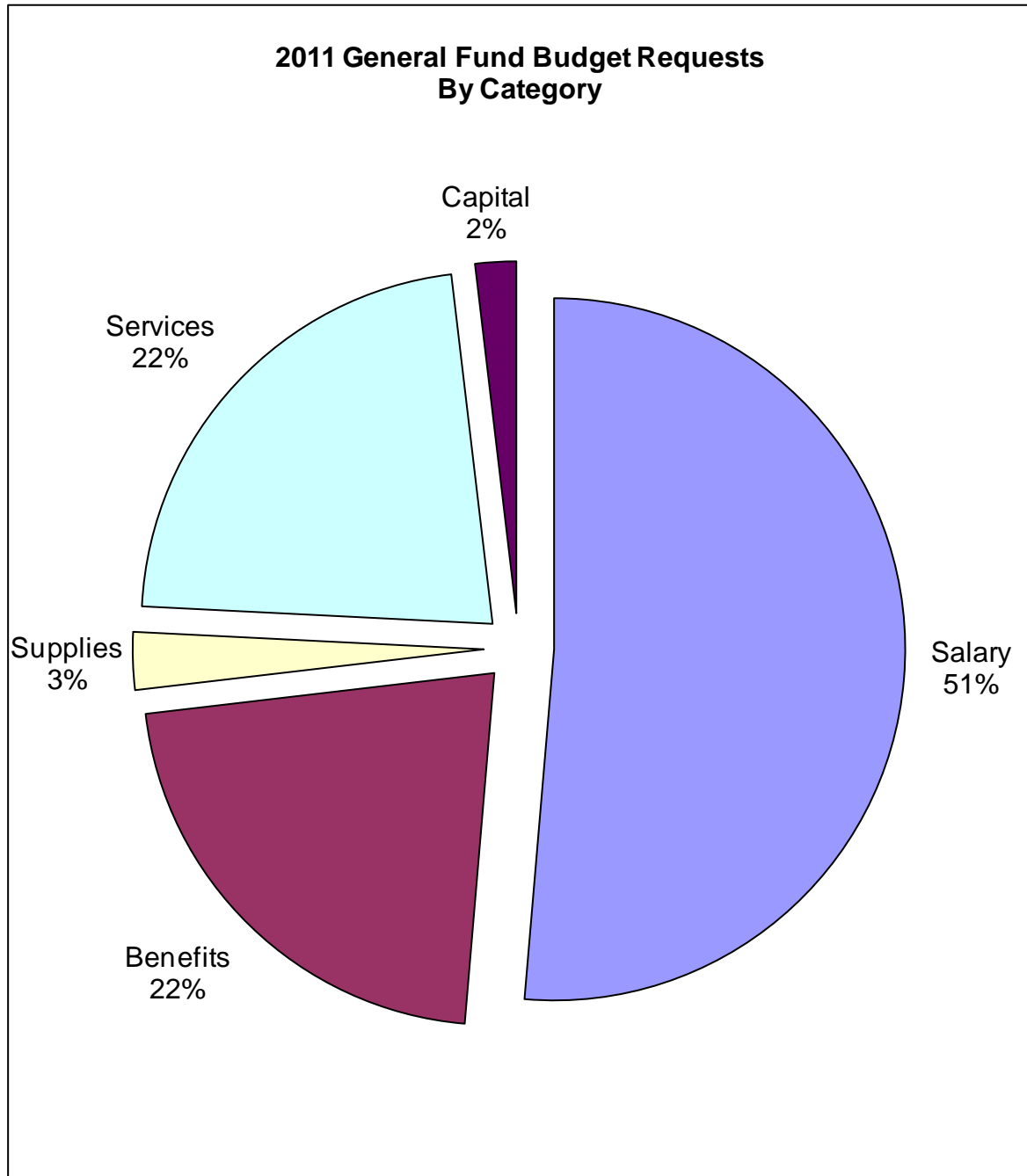
	ACTUAL 2009	AMENDED 2010 BUDGET	YTD 07/31/10	YEAR END 2010 ESTIMATE	PRELIMINARY ESTIMATE 2011	\$ CHANGE ESTIMATES 2011-2010	% CHANGE ESTIMATES 2011-2010
TAXES:							
PROPERTY	3,544,485	3,723,291	2,054,728	3,686,058	3,858,145	134,854	3.6%
EMS TAX LEVY	491,752	517,389	288,208	512,215	536,128	18,739	3.6%
RETAIL SALES	2,896,161	3,020,000	1,547,699	2,869,000	3,179,000	159,000	5.3%
NATURAL GAS USE	197,709	272,000	146,144	221,000	272,000	0	0.0%
LOCAL CRIM JUST SALES TAX	274,143	281,904	148,841	265,901	275,000	(6,904)	-2.4%
IF TAXES - UTILITIES - WATER	140,603	145,000	74,460	145,000	155,000	10,000	6.9%
IF TAXES - UTILITIES - SEWER	161,249	165,000	95,343	160,000	180,000	15,000	9.1%
IF TAXES - UTILITIES - STORMWATER	24,030	36,500	15,828	28,000	38,000	1,500	0.0%
ADMISSIONS	226,296	263,756	141,371	240,000	250,000	(13,756)	-5.2%
UTIL TAX-ENERGY	1,230,987	1,125,000	605,264	1,100,000	1,280,000	155,000	13.8%
UTIL.TAX-SOLID WASTE	215,921	245,000	106,119	233,000	240,000	(5,000)	-2.0%
UTIL. TAX-TELEPHONE	416,982	415,000	233,876	400,000	400,000	(15,000)	-3.6%
UTIL.TAX-WATER/SEWER	0	0	0	0	0	0	0.0%
LEASEHOLD EXCISE	73,534	40,000	34,925	57,060	60,000	20,000	50.0%
GAMBLING	145,248	147,747	66,994	145,000	150,000	2,253	1.5%
TOTAL TAXES:	\$10,039,101	\$10,397,587	\$5,559,801	\$10,062,234	\$10,873,273	\$475,686	4.6%
CABLE FRANCHISE	149,957	152,966	77,879	153,759	155,000	2,034	1.3%
OTHER LICENSES:	233,198	238,700	134,409	222,361	234,000	(4,700)	-2.0%
INTERGOVERNMENT:							
FEDERAL GRANT TOTALS	44,192	600	25,182	38,086	30,000	29,400	4900.0%
STATE GRANT TOTALS	11,876	0	0	0	0	0	
MOBILE HOME/TRAILER EXCISE	0	0	0	0	0	0	
MOTOR VEH EXCISE	0	26,860	24,312	26,860	26,456	(404)	-1.5%
EQUALIZATION	0	0	0	0	0	0	
CITY ASSISTANCE	74,975	87,205	19,742	75,363	68,090	(19,115)	-21.9%
LOCAL GOV'T ASSISTANCE	0	0	0	0	0	0	
MVET - CRIMINAL JUSTICE	37,112	0	0	0	0	0	
CTED CRIMINAL JUSTICE	0	0	0	0	0	0	
LIQUOR EXCISE	132,747	136,836	102,242	137,000	139,760	2,924	2.1%
LIQUOR PROFITS	186,923	199,553	114,723	215,000	215,000	15,447	7.7%
FIRE SERVICES WSU	723,770	723,700	515,800	723,700	851,885	128,185	17.7%
WHITMAN CTY LIBRARY DISTRICT	26,357	39,673	27,492	39,673	40,388	715	1.8%
EMS CONTRACTS	103,503	91,873	103,052	103,262	114,781	22,908	24.9%
SCHOOL INTERLOCAL	27,014	0	0	33,571	27,014	27,014	0.0%
SHARED COSTS WSU	0	0	0	0	0	0	
INTERGOV REC FACILITY-AQUATIC	62,558	60,000	35,989	61,000	62,000	2,000	3.3%
TOTAL INTERGOVT:	\$1,431,028	\$1,366,300	\$968,534	\$1,453,515	\$1,575,373	\$209,073	15.3%
SERVICE CHARGES:	1,891,646	1,806,991	720,630	1,677,598	1,842,102	35,111	1.9%
INTERFUND CHGS:	343,295	325,629	133,689	316,711	301,526	(24,103)	-7.4%
FINES:	105,829	111,500	47,611	79,021	106,500	(5,000)	-4.5%
INVESTMENT INCOME	76,202	86,500	19,898	36,727	60,000	(26,500)	-30.6%
OTHER MISC.	235,519	196,041	117,747	205,122	158,625	(37,416)	-19.1%
TOTAL MISC:	\$311,721	\$282,541	\$137,645	241,849	\$218,625	(\$63,916)	-22.6%
TOTAL REVENUES:	\$14,581,435	\$14,682,214	\$7,780,197	\$14,207,048	\$15,306,399	\$624,185	4.3%
BEGINNING CASH:	3,552,220	3,108,999	3,108,999	3,108,999	1,924,158	(1,184,842)	-38.1%
TOTAL RESOURCES:	\$18,133,654	\$17,791,213	\$10,889,196	\$17,316,047	\$17,230,557	(\$560,656)	-3.2%

2011 General Fund Budget: Operating Requests

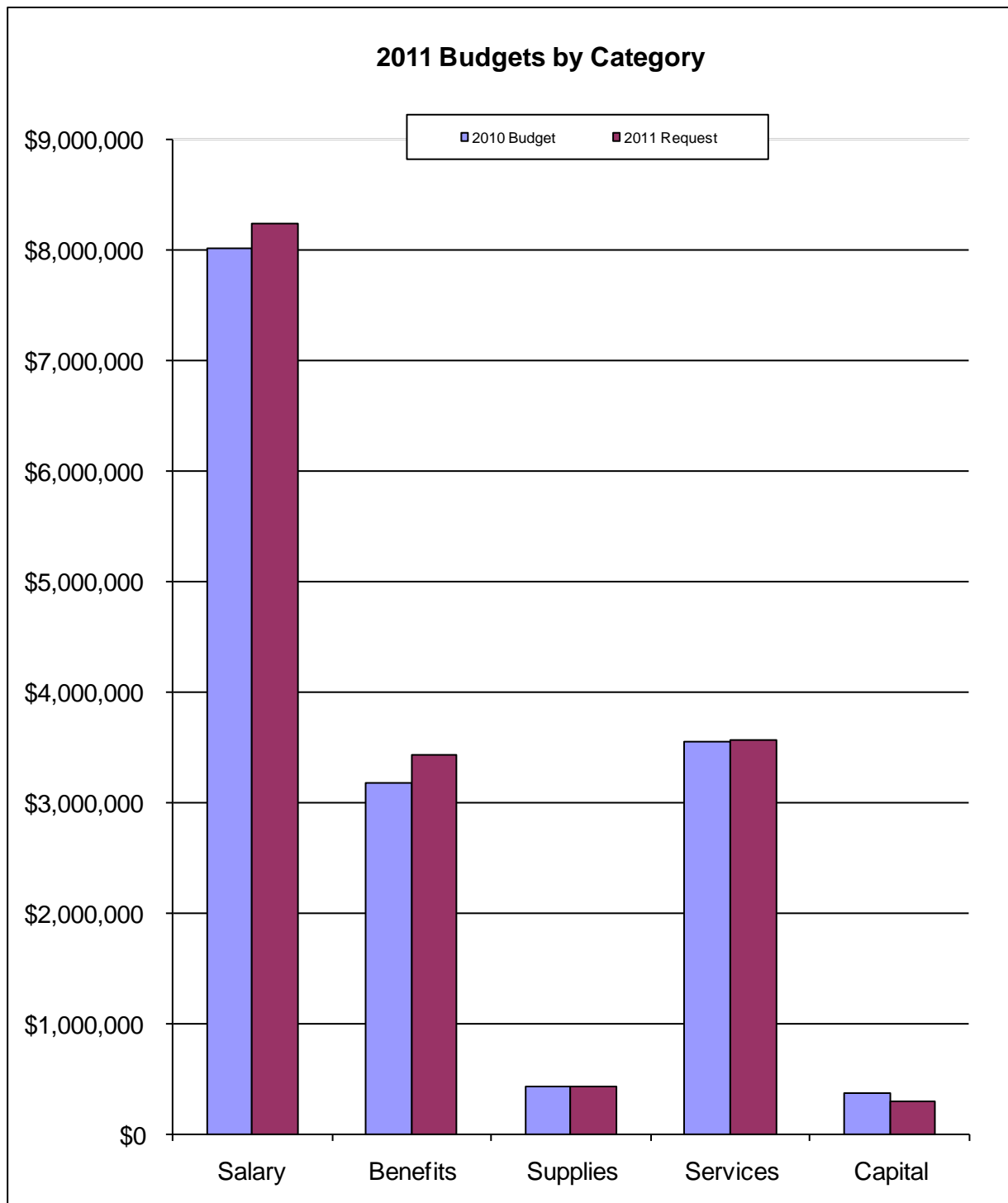


**2011 Total Operating Requests:
\$15,874,163**





**2011 Total Operating Requests:
\$15,774,163**



FUND NUMBER**TITLE****001****GENERAL FUND - EXPENDITURES**

EXPENDITURES: The Departmental Budget Request summary table lists 2011 General Fund Operating Expenditure requests totaling \$15,874,163. Overall, total operating requests represent a increase of 3.2 percent above the 2010 amended budget. Total expenditure requests, including capital expenditures and capital transfers total \$15,972,553. This is a 2.6 percent increase from the 2010 amended budget. Capital expenditure and transfer requests total \$98,390.

ESTIMATED ENDING CASH: This proposal establishes an estimated ending cash balance of \$1,141,004. It is the City Council's goal that this balance represents working capital equal to eight percent of operating expenditures (one month's expenditures) plus a five percent emergency reserve to provide funding for any unexpected expenditure requirements. The estimated cash balance does not meet the 13 percent goal. The projected ending cash balance, after CIP set aside, equals 7.19 of operating requests, or about 922,637 under goal.

OBJECT TOTALS: The following tables indicate the General Fund departmental requests by department and by expenditure category: salaries, benefits, supplies, general government expenditures, external support expenditures, operating transfers and capital expenditures, and transfers.

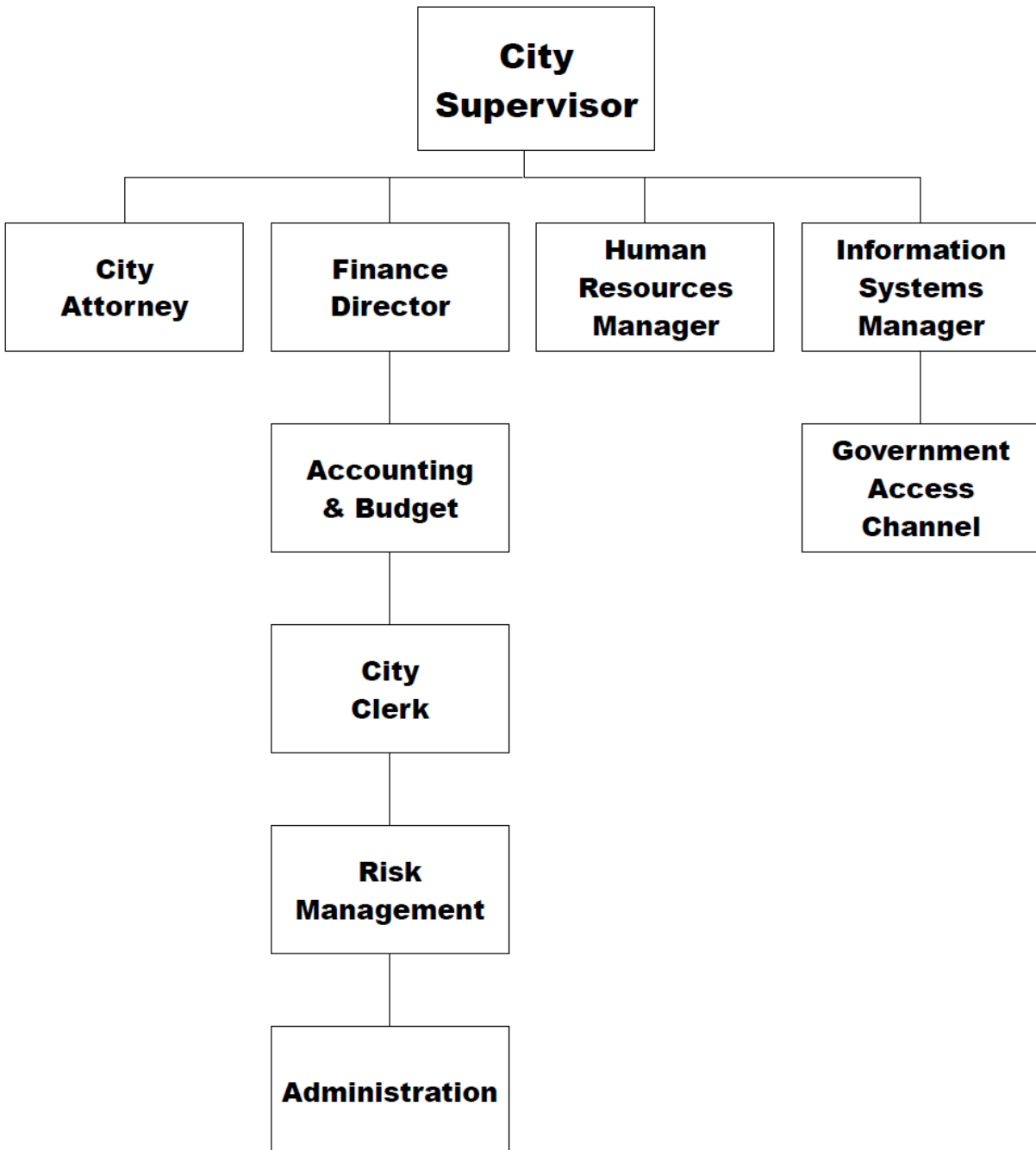
GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009	2010	YTD	2011	\$ CHANGE	
	<u>ACTUAL</u>	<u>AMENDED</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
DEPARTMENT TOTALS:						
ADMIN/FINANCE	1,225,490	1,281,974	654,289	1,237,149	(44,825)	-3.5%
POLICE	4,984,839	5,059,476	2,960,148	5,315,473	255,997	5.1%
FIRE	3,972,220	4,113,899	2,278,212	4,374,762	260,863	6.3%
PUBLIC WORKS	575,452	636,642	342,706	608,813	(27,829)	-3.1%
PLANNING	247,077	261,251	145,161	261,291	40	0.0%
PUBLIC SERVICE	2,524,796	2,577,090	1,369,011	2,601,607	24,517	1.0%
G.GOV'T/EXT SUPPORT	134,549	176,632	150,980	195,594	18,962	10.7%
LIBRARY	1,125,514	1,180,773	626,759	1,180,739	(34)	0.0%
OPERATING TRANSFERS						
STREETS	82,534	61,923	61,923	61,923	0	
INFO SYS-GOV'T ACCESS CHANNEL	4,799	4,799	4,684	4,799	0	
GOVT BUILDINGS	18,509	0	9,255	0	0	
AIRPORT	32,013	32,013	32,013	32,013	0	0.0%
TOTAL OPERATING:	\$14,927,792	\$15,386,472	\$8,635,141	\$15,874,163	\$487,691	3.2%
PERCENTAGE CHANGE:						3.2%
<u>CAPITAL OUTLAYS:</u>						
C.I.P. PROJECTS	117,950	181,781	43,421	98,390	(83,391)	-70.7%
CAPITAL TRANSFERS:						
STREETS	0	0	0	0	0	
INTERNAL SERVICES	0	0	0	0	0	
OTHER FUNDS	0	0	0	0	0	
G.O. BOND REDEMPT	0	0	0	0	0	
TOTAL CAPITAL:	\$117,950	\$181,781	\$43,421	\$98,390	(\$83,391)	-45.9%
TOTAL GENERAL FUND:	\$15,045,742	\$15,568,253	\$8,678,562	\$15,972,553	\$404,300	2.60%
PERCENTAGE CHANGE:						2.6%
+ ENDING CASH	3,108,999	2,222,960	2,135,834	1,258,004	(964,956)	

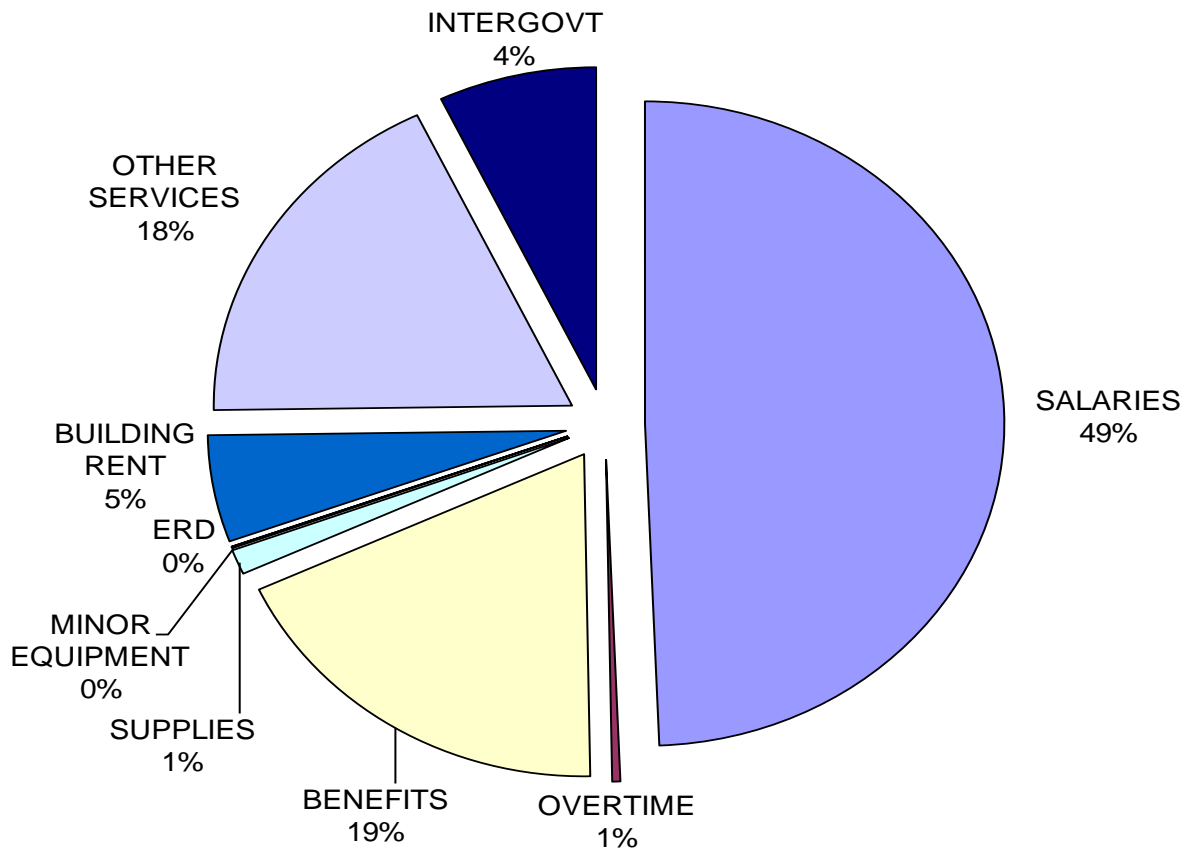
GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009 <u>ACTUAL</u>	2010 AMENDED <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>	
ALL DEPARTMENTS						
SALARIES	7,295,759	7,583,892	4,290,121	7,729,659	145,767	1.9%
OVERTIME	472,999	436,954	301,530	471,122	34,168	7.8%
BENEFITS	3,086,306	3,185,756	1,872,170	3,481,909	296,153	9.3%
SUPPLIES	380,944	434,132	204,780	423,458	(10,674)	-2.5%
MINOR CAPITAL, BOOKS	210,858	189,288	78,554	201,109	11,821	6.2%
ERD RENTAL	726,774	641,337	321,345	712,343	71,006	11.1%
BUILDING RENT	740,487	756,878	378,553	731,251	(25,627)	-3.4%
OTHER SERVICES	801,302	995,613	404,348	962,005	(33,608)	-3.4%
INFO SYS/INTERGOVT	939,958	887,255	524,886	866,978	(20,277)	-2.3%
TOTAL DEPT OPERATING:	\$14,655,388	\$15,111,105	\$8,376,287	\$15,579,834	\$468,729	3.1%
GENERAL GOV'T	127,370	169,904	147,510	188,866	18,962	11.2%
EXTERNAL SUPPORT	7,179	6,728	3,469	6,728	(0)	0.0%
OPER. TRANSFERS:	137,855	98,735	107,875	98,735	0	0.0%
TOTAL OPERATING:	\$14,927,792	\$15,386,472	\$8,635,141	\$15,874,163	\$487,691	3.2%
CAPITAL OUTLAYS	117,950	181,781	\$43,421	98,390	(83,391)	-45.9%
GRAND TOTAL:	\$15,045,742	\$15,568,253	\$8,678,562	\$15,972,553	\$404,300	2.6%

City of Pullman
Administration & Finance



ADMINISTRATION AND FINANCE



TOTAL OPERATING REQUEST:
\$1,237,149

GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>AMENDED BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
ADMINISTRATION AND FINANCE					
SALARIES	606,896	617,883	348,965	610,681	(7,202)
OVERTIME	1,504	6,500	462	4,500	(2,000)
BENEFITS	225,010	242,248	124,657	227,256	(14,992)
SUPPLIES	10,963	17,250	6,205	15,430	(1,820)
MINOR EQUIPMENT	1,033	3,600	966	1,000	(2,600)
ERD	0	0	0	0	0
BUILDING RENT	74,133	67,101	33,551	66,275	(826)
OTHER SERVICES	25,717	255,050	109,086	223,900	(31,150)
INFO SYS/INTERGOVT	280,234	72,342	30,398	88,107	15,765
TOTAL OPERATING:	1,225,490	\$1,281,974	\$654,289	\$1,237,149	(\$44,825)

ACTIVITY:

Legislative

ACTIVITY DESCRIPTION:

Policy direction and guidance of future municipal activities.

GOAL:

The mission of the Pullman City Council is to provide visionary leadership in policy making to enable the city to provide quality services at reasonable rates.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Responding to public input. Increasing public awareness. Adoption of annual city goals. Knowledge of overall city activities. Conducting City Council meetings each month which address relevant and timely issues. Participating in assigned boards, commissions, and committees.

BUDGET:

\$149,054

MAJOR BUDGET CHANGES:

Costs will increase in 2011 because it is a municipal election year and we will have to pay the City's share of the election costs. City ward lines will also need to be redrawn in 2011 based upon the completion of the 2010 federal census.

MEASUREMENT TECHNIQUE:

Council to provide legally required decisions, policy direction by means of identified goals, implementation of policy goals through budget and public contact/awareness/education.

GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED 2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
LEGISLATIVE					
SALARIES	30,000	25,200	14,700	25,200	0
OVERTIME	0	0	0		0
BENEFITS	2,374	2,171	1,177	2,108	(63)
SUPPLIES	2,636	3,000	1,530	3,000	0
MINOR EQUIPMENT	976	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	33,165	30,019	15,010	29,358	(661)
OTHER SERVICES	26,941	28,000	14,154	25,500	(2,500)
AWC;INTGOVT	56,617	48,230	18,366	63,888	15,658
TOTAL:	\$152,709	\$136,620	\$64,937	\$149,054	\$12,434

AUTHORIZED STAFFING	
Position	Number Elected
Councilmembers	7.00
Total	7.00

ACTIVITY:

Mayor

ACTIVITY DESCRIPTION:

Overall administrative coordination of municipal activities. Major spokesperson for city before state agency hearings and legislative activities. Responsible for board and commission appointments. Serves as chair for Pullman-Moscow Regional Airport Board as well as maintaining contact with other regional organizations. Provide for public education and contact as appropriate.

GOAL:

Ensure that City Council policies are carried out in a timely manner. Increase (or decrease) as necessary state and regional contacts in order to maintain representation of city position(s) on issues. Maintain a full roster of members on various boards and commissions. Increase public awareness of municipal activities and issues.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Delegation of appropriate activities to City Supervisor and others, especially administrative coordination and carrying out City Council policies. Quality representation of city before state and regional bodies. Boards and commissions have a full roster of members. Public awareness of municipal government activities enhanced by news releases, public group talks/presentations, and individual contacts. Represent the city at community events. The budgeted service level provides for the carrying out of these responsibilities by one budgeted position.

BUDGET:

\$21,128

MAJOR BUDGET CHANGES:

None

MEASUREMENT TECHNIQUE:

City Council and public review of Mayor's activities and providing of feedback as appropriate.

GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED 2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
MAYOR					
SALARIES	17,000	17,000	9,917	17,000	0
OVERTIME	0	0	0		0
BENEFITS	1,402	1,595	826	1,378	(217)
SUPPLIES	0	250	0	250	0
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	0	0	0		0
OTHER SERVICES	0	2,500	856	2,500	0
INTERGOVERNMENT	2,127	0	0		0
TOTAL:	\$20,529	\$21,345	\$11,598	\$21,128	(\$217)

AUTHORIZED STAFFING	
Position	Number Elected
Mayor	1.00
Total	1.00

ACTIVITY:

City Supervisor

ACTIVITY DESCRIPTION:

Supervises, administers, and coordinates the activities of city departments.

GOAL:

Create an organizational environment which is characterized by responsiveness to the citizens of Pullman, effectiveness in carrying out City Council directives, and competence in managerial practices conducive to employee motivation, cost efficiencies, and overall productivity.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Responsiveness to citizen needs based on citywide perspective rather than narrow interests.

Presentation directly and through departments of quality staff reports so that the City Council will have the necessary information needed to make rational policy decisions.

Effectiveness in carrying out City Council directives through ordinances, resolutions, program development, or other vehicles.

Competence in managerial practices as reflected by balanced budgets, motivated employees, and high overall organizational productivity.

The budgeted service level provides funding for the carrying out of these responsibilities by one full-time position. Outside consulting assistance, such as in labor relations, is normally charged to the appropriate department.

BUDGET:

\$156,707

MAJOR BUDGET CHANGES:

None

MEASUREMENT TECHNIQUE:

Feedback on performance will be given through performance evaluations and discussions at goal-setting sessions, City Council workshops, employee chats, etc.

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GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
CITY SUPERVISOR					
SALARIES	114,093	115,416	67,326	115,416	0
OVERTIME	0	0	0		0
BENEFITS	34,385	33,310	19,543	36,491	3,181
SUPPLIES	48	100	55	100	0
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	0	0	0		0
OTHER SERVICES	0	5,200	2,017	4,700	(500)
INTERGOVERNMENT	4,137	0	0		0
TOTAL:	\$152,662	\$154,026	\$88,941	\$156,707	\$2,681

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
City Supervisor	1.00
Total	1.00

ACTIVITY:

Finance

ACTIVITY DESCRIPTION:

Provide accounting, budgeting, auditing, and financial reporting services for all City activities plus the Pullman-Moscow Airport; maintain official City records and City clerk functions; provide administrative support to elected officials, management and staff; establish and manage financial, accounting and City-wide networked computer systems; oversee all City risk management and insurance programs covering property and liability exposures; serve on labor contract negotiation team.

GOAL:

Produce, interpret and disseminate correct and timely financial data and services to ensure that the City's resources are used in the most efficient manner, consistent with City Council's budget directives.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Monitor overall City budget; confirm that resources are sufficient to sustain this budget.

Maintain the City's financial/accounting and reporting systems free of major audit findings.

BUDGET:

\$ 727,814

MAJOR BUDGET CHANGES:

None

MEASUREMENT TECHNIQUE:

Maintain annual reports free of major audit findings. Install accounting and reporting methods to conform to federal and state standards. Provide timely and relevant data to departments for improved budget management. Ensure access to, and location of, all official files and records. Minimize liability exposures and insurance costs.

GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
FINANCE					
SALARIES	374,485	388,123	214,938	380,921	(7,202)
OVERTIME	1,504	6,500	462	4,500	(2,000)
BENEFITS	167,803	186,896	92,497	168,407	(18,489)
SUPPLIES	7,169	10,600	4,227	9,100	(1,500)
MINOR EQUIPMENT	57	3,600	966	1,000	(2,600)
ERD RENTAL	0	0	0	0	0
BUILDING RENT	40,968	37,082	18,541	36,917	(165)
OTHER SERVICES	25,717	119,250	36,105	102,750	(16,500)
INFOSYS/INTGOVT	88,331	24,112	12,032	24,219	107
TOTAL:	\$706,035	\$776,163	\$379,768	\$727,814	(\$48,349)

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Finance Director	1.00
Accounting Manager	1.00
Accountant	1.00
Accounting Specialist	2.00
Deputy City Clerk	1.00
Executive Assistant	1.00
Administrative Clerk	0.50
Total	7.50

ACTIVITY:

City Attorney

ACTIVITY DESCRIPTION:

Perform necessary legal work and provide legal advice to the City Council, Mayor, Commissions and Boards, City Supervisor, and various City departments.

GOAL:

Strive to have City policies, procedures, and actions formulated and conducted within the scope of its legal authority.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Preservation of the City's legal integrity. Maintenance of City Code to conform with state and local legislative changes.

BUDGET:

\$84,230

MAJOR BUDGET CHANGES:

None

MEASUREMENT TECHNIQUE:

Implementation of goals established with City Council and Administration.

Hold legal challenges against the City to a minimum.

GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED 2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
CITY ATTORNEY					
SALARIES	0	0	0	0	0
OVERTIME	0	0	0		0
BENEFITS	0	0	0		0
SUPPLIES	469	300	0	230	(70)
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	0	0	0		0
INFO SYSTEMS	0	0	0		
OTHER SERVICES	98,110	94,000	54,338	84,000	(10,000)
INTERGOVERNMENT	0	0	0		0
TOTAL:	\$98,579	\$94,300	\$54,338	\$84,230	(\$10,070)

AUTHORIZED STAFFING	
Position	Number
City Attorney	1.00
Total	1.00

ACTIVITY:

Human Resources

ACTIVITY DESCRIPTION:

Provides comprehensive human resource management services for all City departments; maintains and administers employee benefits and the pay and classification plan; develops and monitors an equal employment recruitment program; serves as the safety officer; and coordinates Drug and Alcohol Testing program; administers all other personnel matters including New Hire and Employee Assistance Programs; participates in labor negotiations.

GOAL:

Locate best qualified candidates for open positions within a reasonable time frame.

Provide assistance to management and staff in all areas of human resource management so that a cohesive working relationship is maintained in accordance with professional standards, state and federal laws, labor contracts, and City policies and procedures.

To obtain the best available training materials within the budget provided.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Responsiveness to the needs of department heads, City employees, and job applicants.

Effectiveness in filling employment positions within the City.

Ability to provide training methods and other functions to assist staff development.

Ability to track federal and state mandated programs such as the Family and Medical Leave Act (FMLA), the Health Insurance Portability and Accountability Act (HIPPA), and the New Hire Reporting Act.

The budgeted service level allows for the provision of these responsibilities through one full-time position and provides the additional resources needed to provide and track citywide training that includes Diversity Training, Effective

Supervisory Training, Sexual Harassment, Employment and Labor Law, Safety, and other training as needed. Manage the labor relations activities of the City.

BUDGET:

\$98,216

MAJOR BUDGET CHANGES:

No major budget changes.

MEASUREMENT TECHNIQUE:

Through performance evaluation and goal-setting sessions with City Supervisor.

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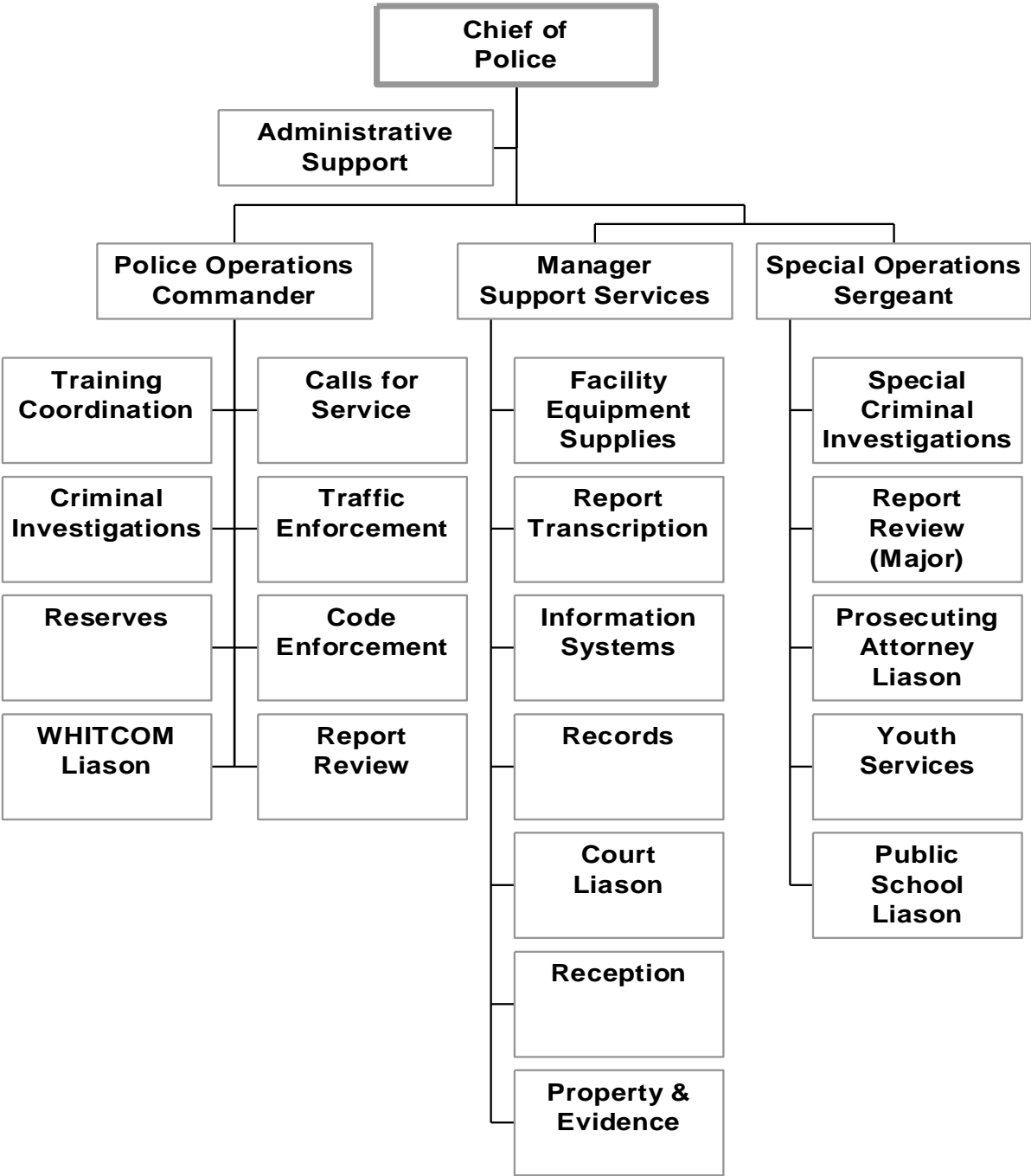
GENERAL FUND 2011 BUDGET REQUESTS

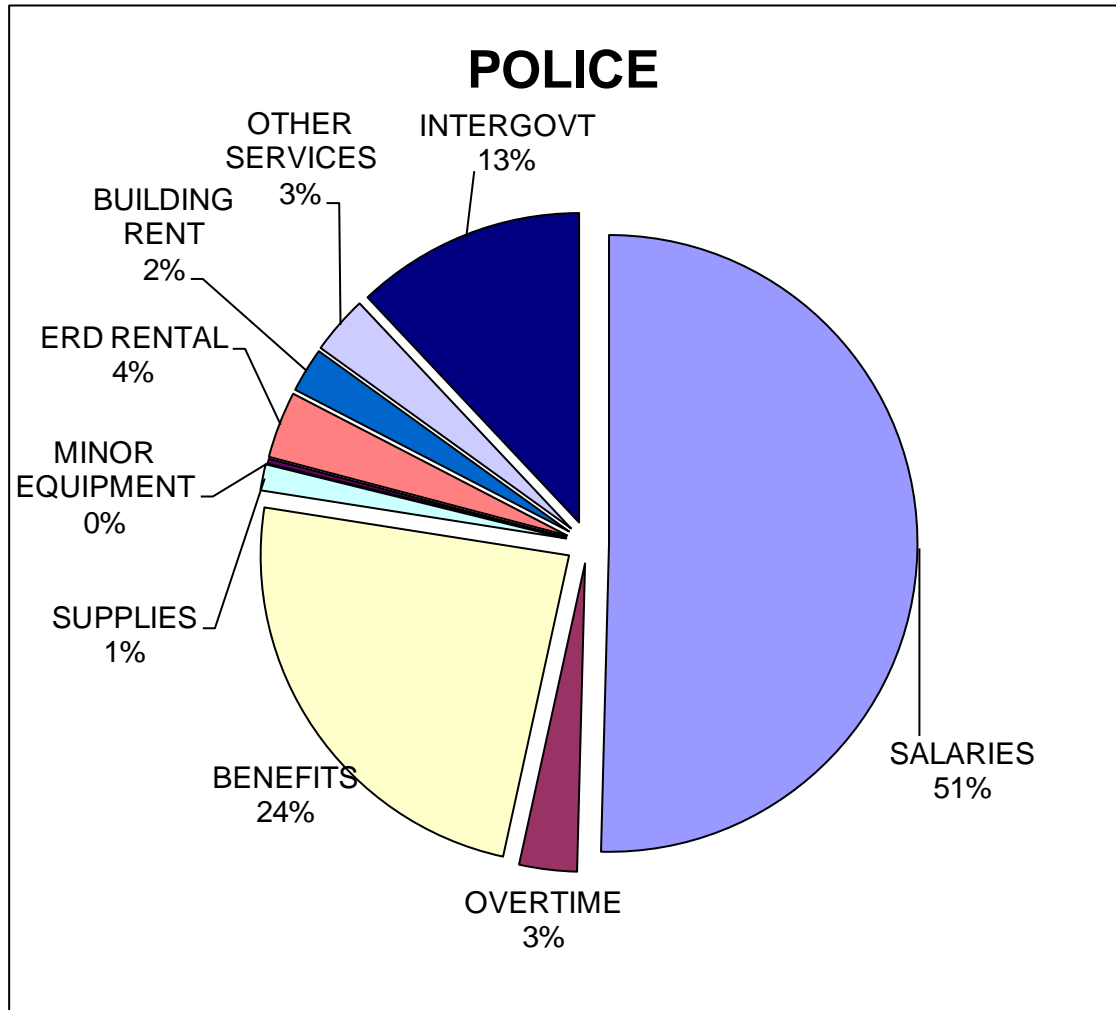
	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
HUMAN RESOURCES					
SALARIES	71,318	72,144	42,084	72,144	0
OVERTIME	0	0	0		0
BENEFITS	19,045	18,276	10,613	18,872	596
SUPPLIES	641	3,000	393	2,750	(250)
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	0	0	0		0
OTHER SERVICES	0	6,100	1,616	4,450	(1,650)
INTERGOVERNMENT	3,972	0	0	0	0
TOTAL:	\$94,976	\$99,520	\$54,706	\$98,216	(\$1,304)

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Human Resources Manager	1.00
Total	1.00

City of Pullman

Police Department





TOTAL OPERATING REQUEST:
\$5,315,473

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GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>AMENDED</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
		<u>BUDGET</u>			
		POLICE			
SALARIES	2,451,897	2,591,946	1,462,945	2,679,739	87,793
OVERTIME	146,249	156,705	110,203	160,560	3,855
BENEFITS	1,181,859	1,095,931	704,972	1,278,520	182,589
SUPPLIES	59,150	71,500	47,399	72,500	1,000
MINOR EQUIPMENT	18,426	1,800	1,428	13,460	11,660
ERD RENTAL	202,838	210,952	105,972	185,765	(25,187)
BUILDING RENT	148,302	133,300	66,650	124,337	(8,963)
OTHER SERVICES	34,417	163,651	56,984	162,494	(1,157)
INFO SYS/INTERGOVT	741,701	633,691	403,596	638,098	4,407
TOTAL:	4,984,839	\$5,059,476	\$2,960,148	\$5,315,473	\$255,997

ACTIVITY:

Law Enforcement and Detention

ACTIVITY DESCRIPTION:

Serve and protect persons and property in the city of Pullman. Enforce Pullman City Code, federal and state laws; maintain peace and order; protect property; assure personal safety; and assist citizens in urgent situations. Provide for general animal control, enforcement of laws pertaining to domestic animals and parking violation enforcement. This activity includes uniformed police officers, records specialists, and parking enforcement officers/code enforcement officers.

GOAL:

Continue to aggressively pursue crime prevention and problem solving approaches utilizing citizen involvement, particularly with the beat officer concept on College Hill and the youth services officer in the public schools. Provide consistent traffic enforcement and narcotics enforcement. Continue on course with the long-range plan assuring issues identified by the City Council is addressed in the plan.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Feedback regarding improved levels of safety on College Hill; better traffic safety; and lower incidents of crime due to increased preventive measures. Feedback from police staff, Police Advisory Committee and City Council regarding the department being progressive and positively addressing goals and concerns.

BUDGET:

\$4,984,157

MAJOR BUDGET CHANGES:

Uniform personnel received 2.5% increase to salaries in compliance with current City/Guild contract. Ammunition costs have taken a dramatic increase. One of the three College Hill positions is being moved to a Special Operations Detective position. This coincides with an emphasis for Detectives to conduct more follow-up investigations, thus freeing up more time for Patrol Officers to engage in enforcement and crime prevention efforts and community interaction.

MEASUREMENT TECHNIQUE:

Feedback from the Police Advisory Committee, police staff and citizens.

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GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
LAW ENFORCEMENT AND DETENTION					
SALARIES	2,451,897	2,591,946	1,462,945	2,679,740	87,794
OVERTIME	146,249	156,705	110,203	160,560	3,855
BENEFITS	1,181,859	1,095,931	704,972	1,278,519	182,588
SUPPLIES	59,128	71,500	47,388	72,500	1,000
MINOR EQUIPMENT	18,426	1,800	1,428	13,460	11,660
ERD RENTAL	202,838	210,952	105,972	185,765	(25,187)
BUILDING RENT	148,302	133,300	66,650	124,337	(8,963)
INFO SYSTEMS	34,417	34,120	17,318	31,921	(2,199)
OTHER SERVICES	97,345	98,850	56,984	100,250	1,400
INTERGOVERNMENT	324,024	330,495	165,260	337,105	6,610
TOTAL:	\$4,664,485	\$4,725,599	\$2,739,120	\$4,984,157	\$258,558

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Police Chief	1.00
Police Operations Commander	1.00
Support Services Manager	1.00
Police Administrative Assistant	1.00
Information Services Specialist	1.00
Sergeant: Patrol	3.00
Special Operations Sergeant	1.00
Officer: Patrol	17.00
Officer: Detective - Crimes Against Persons	1.00
Officer: Detective - Crimes Against Property	1.00
Officer: Detective - Juvenile Crimes	1.00
Officer: Detective - Narcotics/Drug Investigations	1.00
Officer: Youth Services	1.00
Code Enforcement Officers	3.00
Records Specialist	6.60
Property/Evidence Specialist	1.00
Total	41.60

ACTIVITY:

Communications

ACTIVITY DESCRIPTION:

Services provided by WHITCOM, consolidated dispatch and call taking, under interlocal agreement.

GOAL:

Quality dispatching of Pullman police, fire and emergency medical services.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Feedback from officers and the public on the service level provided by WHITCOM.

BUDGET:

\$281,180

MAJOR BUDGET CHANGES:

WHITCOM contributions are \$218,936 and IS charges are \$62,244.

MEASUREMENT TECHNIQUE:

Number of calls received and dispatched. Reports from police staff, the public, and the WHITCOM executive board.

GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED 2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>

COMMUNICATIONS

SALARIES	0	0	0		0
OVERTIME	0	0	0		0
BENEFITS	0	0	0		0
SUPPLIES	22	0	11		0
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	0	0	0		0
INFO SYSTEMS	0	0	0		0
OTHER SERVICES	0	64,801	0	62,244	(2,557)
INTERGOVERNMENT	283,955	218,940	195,489	218,936	(4)
TOTAL:	\$283,977	\$283,741	\$195,500	\$281,180	(\$2,561)

ACTIVITY:

Animal Control

ACTIVITY DESCRIPTION:

Fulfillment of the contract extension with Whitman County Humane Society. Maintenance of the shelter facility.

GOAL:

Provide for shelter facilities for animals impounded by code enforcement officers. Promote responsible pet ownership, increase adoptions, and reduce euthanasia.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Monthly reports submitted by the Whitman County Humane Society.

BUDGET:

\$50,136

MAJOR BUDGET CHANGES:

No increase in support to Whitman County Humane Society

MEASUREMENT TECHNIQUE:

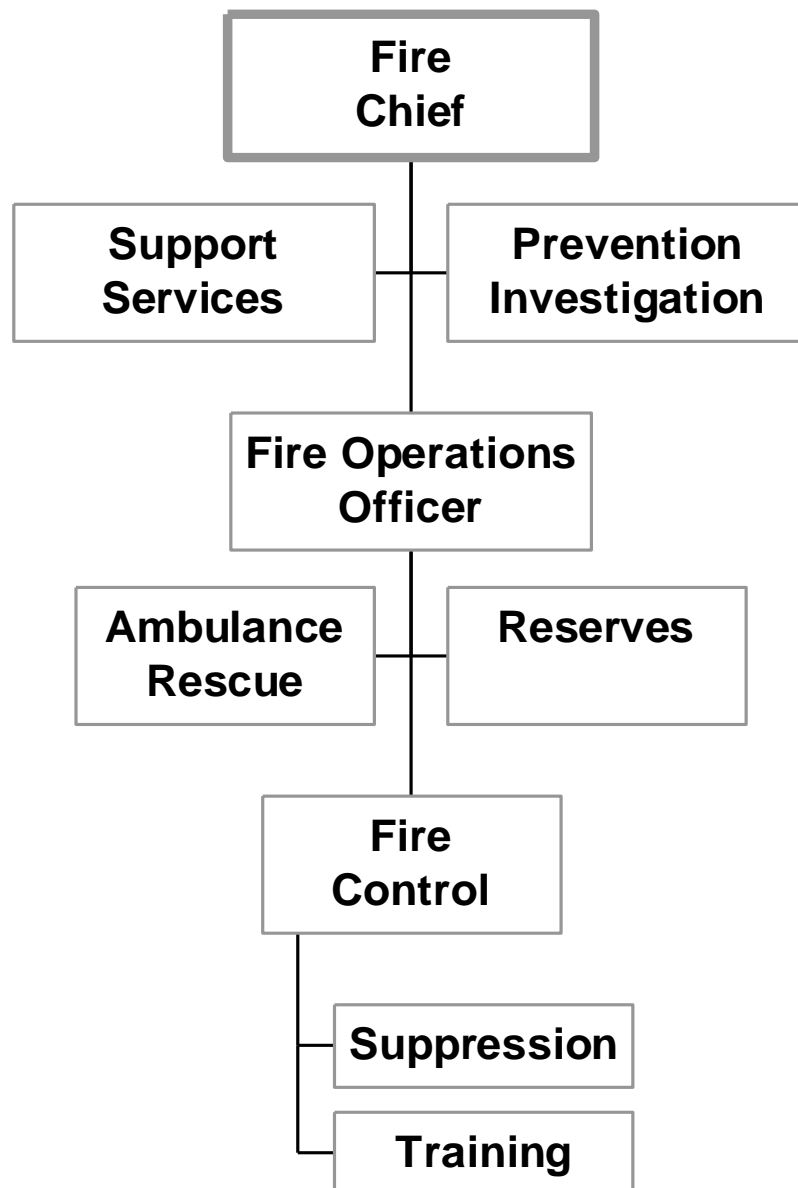
Obtain a monthly report of activity.

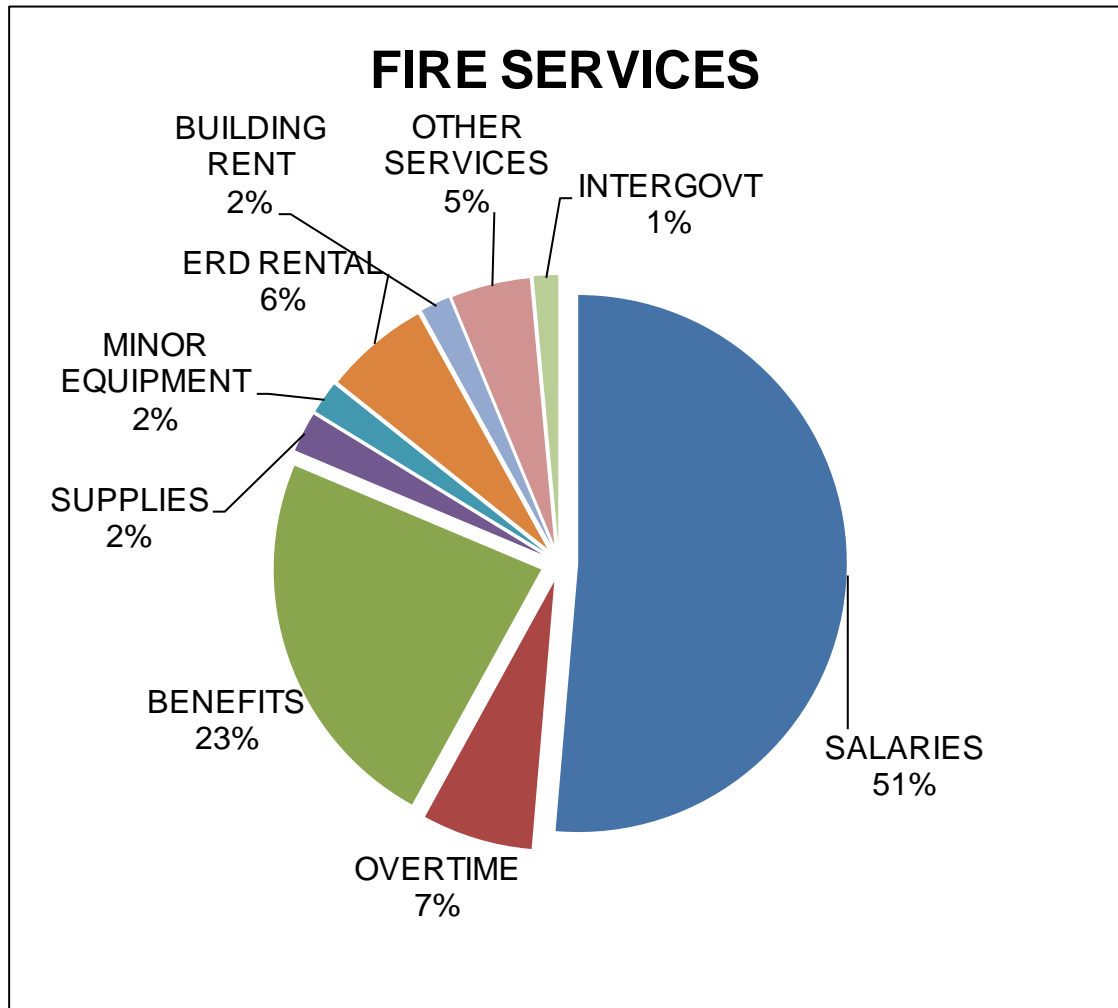
GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
ANIMAL CONTROL					
SALARIES	0	0	0		0
OVERTIME	0	0	0		0
BENEFITS	0	0	0		0
SUPPLIES	0	0	0		0
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	0	0	0		0
BUILDING RENT	0	0	0		0
INFO SYSTEMS	0	0	0		0
OTHER SERVICES	0	0	0		0
INTERGOVERNMENT	36,376	50,136	25,528	50,136	0
TOTAL:	\$36,376	\$50,136	\$25,528	\$50,136	\$0

City of Pullman

Fire Department





TOTAL OPERATING REQUEST:
\$4,374,762

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GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>AMENDED BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
FIRE SERVICES					
SALARIES	2,082,229	2,186,499	1,189,628	2,246,199	59,700
OVERTIME	310,727	257,091	183,167	291,017	33,926
BENEFITS	881,917	950,426	558,437	1,021,372	70,946
SUPPLIES	84,568	94,213	48,858	105,159	10,946
MINOR EQUIPMENT	38,473	44,750	23,028	85,152	40,402
ERD RENTAL	323,708	319,631	159,701	275,260	(44,371)
BUILDING RENT	67,155	63,310	31,769	77,978	14,668
OTHER SERVICES	122,446	135,025	52,538	208,566	73,541
INFO SYS/INTERGOVT	60,996	62,954	31,086	64,059	1,105
TOTAL OPERATING:	\$3,972,220	\$4,113,899	\$2,278,212	\$4,374,762	\$260,863

ACTIVITY:

Fire Control

ELEMENTS:

Administration-Suppression-Prevention/Investigation, Training, and Facilities.

ACTIVITY DESCRIPTION:

Administration of the activities of the department; response to and management of fire, disasters, and hazardous materials incidents.

The prevention of fires through fire-safety inspections, code compliance, and public education targeting fire hazard recognition and hazard reduction.

Preparation of personnel to function safely and effectively in a variety of emergency situations. Maintain two stations which house equipment and personnel, to ensure facilities are safe and meet community standards.

GOAL:

To save lives, protect property, and ensure the safety of the community when an emergency incident occurs.

To manage the department following City Council goals within the authorized budget.

To reduce the incidents of fires and provide fire cause determination through investigations.

To provide training to improve employees' proficiency to function as identified by local need and applicable national and state standards.

Ensure equipment and personnel are safely housed.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Follow City Council direction through program development and implementation.

Provide five minute or less response for initial arriving pieces of equipment.

To reduce the number of fires by identified causes.

Maintain an effective training program so that all members perform their jobs with skill and efficiency.

Ensure facilities are adequate and well maintained.

BUDGET:

\$2,356,425

MAJOR BUDGET CHANGES:

\$20,000 in funding is included for hydrant maintenance that was previously contained within the Public Works budget.

MEASUREMENT TECHNIQUE:

To be measured through quarterly reports.

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GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
FIRE CONTROL					
SALARIES	1,396,987	1,111,509	798,231	1,139,028	27,519
OVERTIME	142,822	153,865	90,448	164,234	10,369
BENEFITS	606,855	545,968	383,037	590,861	44,893
SUPPLIES	35,544	42,354	21,279	48,335	5,981
MINOR EQUIPMENT	22,548	24,450	17,225	48,702	24,252
ERD RENTAL	152,813	152,076	75,924	117,956	(34,120)
BUILDING RENT	33,578	31,655	15,942	38,989	7,334
INFO SYSTEMS	52,353	52,954	26,441	54,059	1,105
OTHER SERVICES	93,706	90,000	38,165	154,261	64,261
INTERGOVERNMENT	0	0	0		0
TOTAL:	\$2,537,206	\$2,204,831	\$1,466,691	\$2,356,425	\$151,594

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Fire Chief	1.00
Operations Officer	1.00
Captain	3.00
Lieutenant	3.00
Fire Prevention Officer	1.00
Fire Training Officer	1.00
Firefighter	21.00
Administrative Specialist	1.00
Total	32.00
Reserve Firefighter	25.00

ACTIVITY:

Ambulance/Emergency Aid

ELEMENTS:

Ambulance, Training, and Rescue

ACTIVITY DESCRIPTION:

Operation of the ambulance for emergency medical services.

Preparation of personnel to function safely and effectively during a medical emergency.

Operation of a rescue unit, staffed by reserve personnel which support fire control and ambulance services.

GOAL:

To provide emergency medical services to the citizens of Pullman and outlying rural areas.

To provide training to improve the employees' proficiency to function as identified by local need and applicable state standards.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

To be able to respond to requests for service in the City within five minutes of dispatch.

To provide a transport capability for outlying rural areas.

To maintain an effective training program so that all members perform with skill and efficiency.

BUDGET:

\$2,018,337

MAJOR BUDGET CHANGES:

None

GENERAL FUND 2011 BUDGET REQUESTS

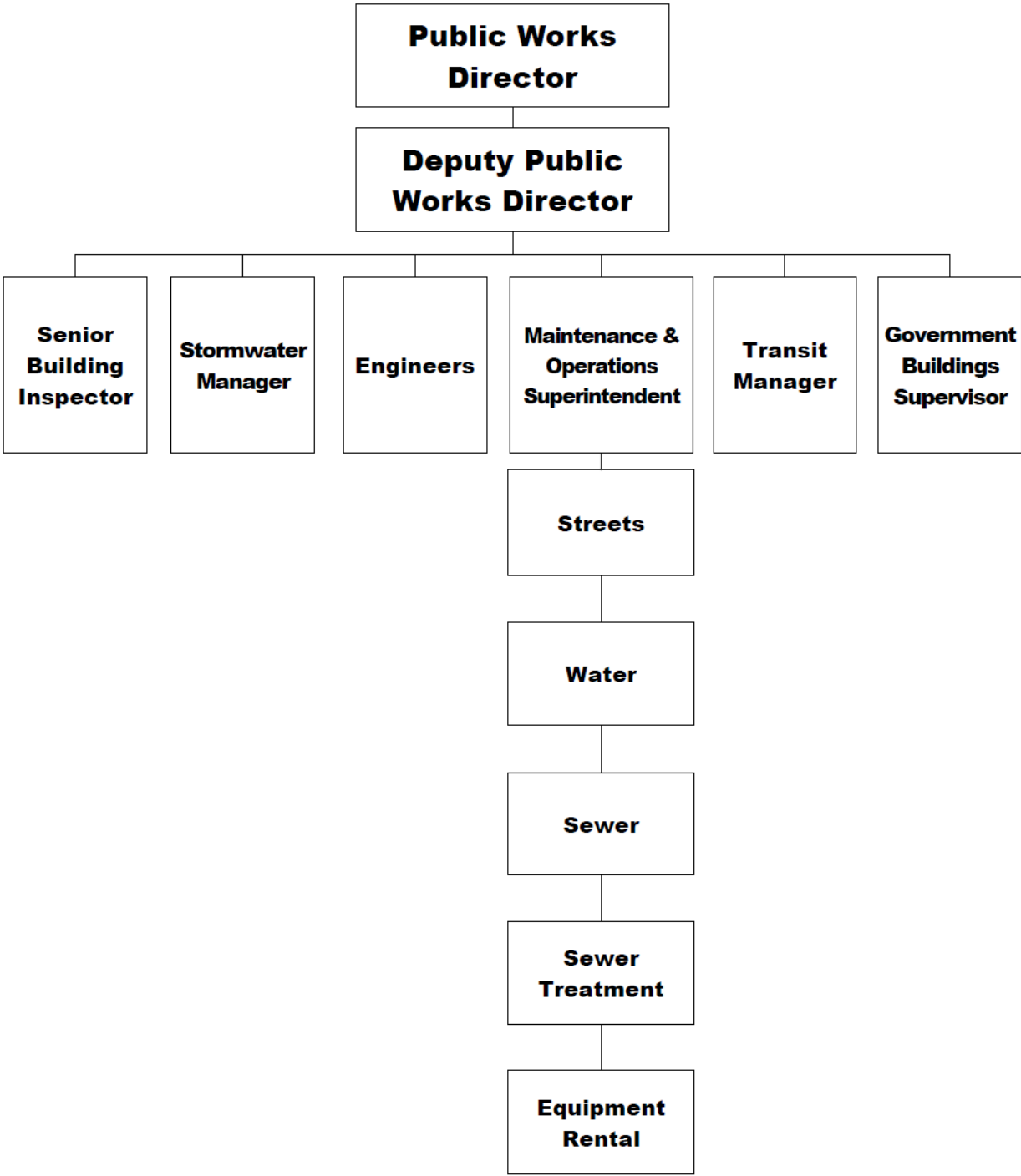
	AMENDED			
2009	2010	YTD	2011	
<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>

FIRE CONTROL

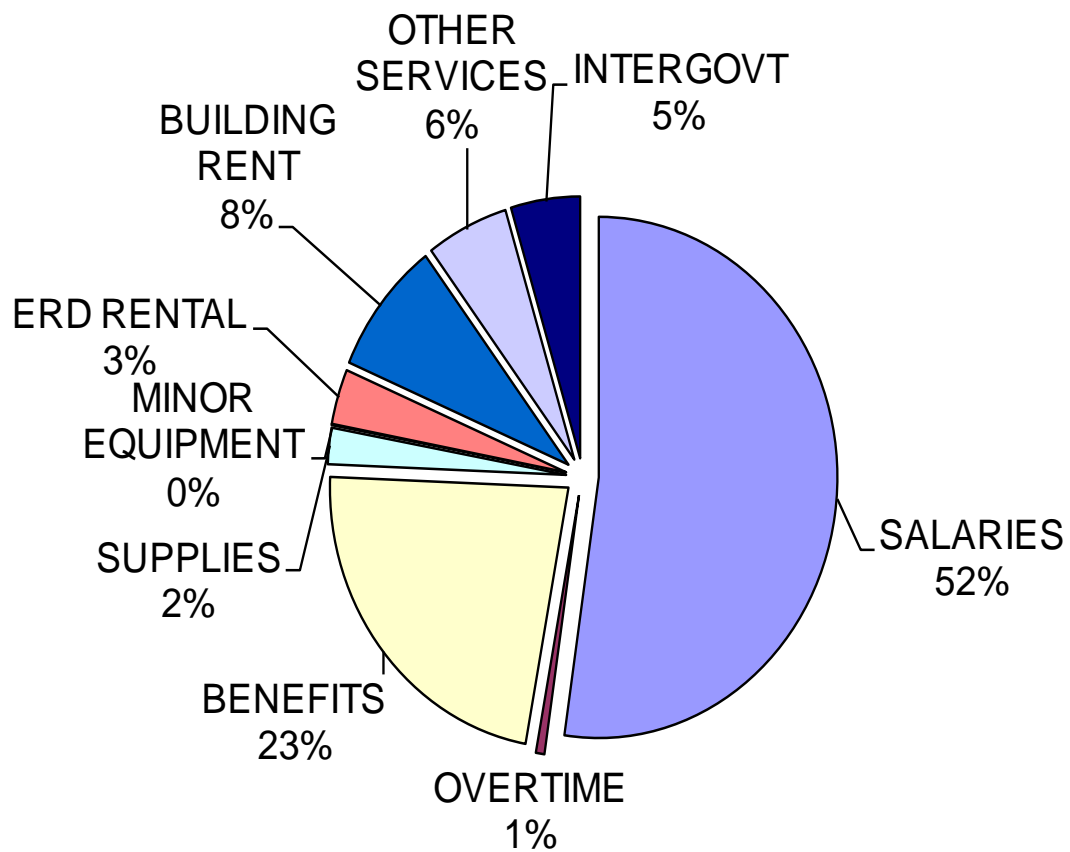
AMBULANCE & EMERGENCY AID

SALARIES	685,242	1,074,990	391,397	1,107,171	32,181
OVERTIME	167,904	103,226	92,719	126,783	23,557
BENEFITS	275,062	404,458	175,400	430,511	26,053
SUPPLIES	49,025	51,859	27,580	56,824	4,965
MINOR EQUIPMENT	15,926	20,300	5,802	36,450	16,150
ERD RENTAL	170,895	167,555	83,777	157,304	(10,251)
BUILDING RENT	33,578	31,655	15,828	38,989	7,334
INFO SYSTEMS	0	0	0	0	0
OTHER SERVICES	28,740	45,025	14,373	54,305	9,280
INTERGOVERNMENT	8,643	10,000	4,645	10,000	0
TOTAL:	\$1,435,014	\$1,909,068	\$811,521	\$2,018,337	\$109,269

City of Pullman
Public Works Department



PUBLIC WORKS



TOTAL OPERATING REQUEST:
\$608,813

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GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>AMENDED BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
PUBLIC WORKS					
SALARIES	312,471	351,279	200,991	319,790	(31,489)
OVERTIME	133	4,358	345	3,545	(813)
BENEFITS	134,678	150,361	86,973	139,197	(11,164)
SUPPLIES	6,919	14,750	5,136	13,750	(1,000)
MINOR EQUIPMENT	852	2,200	179	500	(1,700)
ERD RENTAL	32,393	13,867	6,934	20,960	7,093
BUILDING RENT	43,308	38,848	19,424	51,156	12,308
OTHER SERVICES	17,280	33,475	9,007	33,990	515
INFO SYS/INTERGOVT	27,418	27,504	13,719	25,925	(1,579)
TOTAL OPERATING:	\$575,452	\$636,642	\$342,706	\$608,813	(\$27,829)

ACTIVITY:

Protective Inspections

ACTIVITY DESCRIPTION:

Provide technical plan review, inspections of structures under construction, and supervision of special inspections. Provide education concerning state building code requirements to the public, contractors, developers, architects, engineers and business people through meetings, classes and newsletters.

GOAL:

Provide a level of service adequate to safeguard life or limb, health, property, and public welfare in the City of Pullman by fostering compliance with the State Building Codes in a positive, helpful manner.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Process 600 building permits, including plan reviews. Provide 2,000 regular inspections and review 400 special inspections.

The state building code requires that a special inspector be hired by the project owner for large, complicated projects or projects which require extra quality control to ensure code compliance. City staff reviews inspections and reports done by special inspectors.

BUDGET:

\$307,254

MAJOR BUDGET CHANGES:

One Building Inspector is only budgeted through June. If construction activity increases, amending the last half of the year back into the budget for this Inspector will be recommended. The office Administrative Assistant is budgeted full-time only through June and then $\frac{3}{4}$ -time for the remainder of the year. Vehicle amortization is being reinstituted for Protective Inspections in 2011, but only at half the amount it should be. Building rental is

increased as a result of expanded use of City Hall floor space.

Proposed Minor Capital has been deleted from the budget. Protective Inspection's share of the City Hall 2nd floor remodel (\$21,000) has also been deleted from the budget as this project has been deferred.

MEASUREMENT TECHNIQUE:

Performance based on responsiveness to work load, i.e., inspections per month or permits per year and feedback from the public.

GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
INSPECTIONS					
SALARIES	188,408	202,404	115,694	172,249	(30,155)
OVERTIME	101	2,770	35	2,770	0
BENEFITS	81,098	86,690	49,053	74,501	(12,189)
SUPPLIES	3,794	7,950	2,469	6,950	(1,000)
MINOR EQUIPMENT	471	1,450	179	0	(1,450)
ERD RENTAL	11,796	4,136	2,068	8,380	4,244
BUILDING RENT	11,705	10,595	5,298	16,173	5,578
INFO SYSTEMS	8,033	7,235	3,609	6,481	(754)
OTHER SERVICES	11,136	19,450	4,255	19,750	300
INTERGOVERNMENT	0	0	0	0	0
TOTAL:	\$316,542	\$342,680	\$182,659	\$307,254	(\$35,426)

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Public Works Director	0.10
Deputy Public Works Director	0.10
Senior Building Inspector	1.00
Building Inspector	1.50
Clerical	0.45
Total	3.15

ACTIVITY:

Engineering

ACTIVITY DESCRIPTION:

Design new public works projects, monitor and administer public works construction contracts, maintain engineering and utility records, provide traffic engineering.

GOAL:

Complete all public works project contract work in an efficient and timely manner. Keep public records accurate and current. Facilitate safe and efficient traffic movements and address parking concerns.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Process 25 site plan reviews.

Administer approximately \$7,000,000 of construction projects and 20 contracts keeping engineering costs at less than 20% of total project costs.

Prepare 75 City Council agenda items.

Inspect and approve \$1,000,000 worth of public improvements constructed by private development.

BUDGET:

\$301,559

MAJOR BUDGET CHANGES:

The office Administrative Assistant is budgeted full-time only through June and then $\frac{3}{4}$ -time for the remainder of the year. Amortization is being reinstituted for Engineering in 2011, but only at half the amount it should be. Building rental is increased as a result of expanded use of City Hall floor space.

Minor Equipment includes \$500 for unforeseen miscellaneous items.

No Capital items are requested.

MEASUREMENT TECHNIQUE:

Public feedback resulting from construction projects. Traffic flow improvements and amount of parking concerns brought to traffic engineer=s attention. Timeliness of construction projects. Progress on record updating.

MEASUREMENT TECHNIQUE:

Public feedback resulting from construction projects. Traffic flow improvements and amount of parking concerns brought to traffic engineer's attention. Timeliness of construction projects. Progress on record updating

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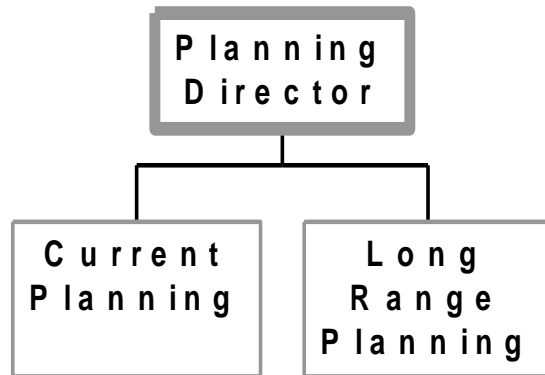
GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
ENGINEERING					
SALARIES	124,063	148,875	85,297	147,541	(1,334)
OVERTIME	33	1,588	310	775	(813)
BENEFITS	53,580	63,671	37,920	64,696	1,025
SUPPLIES	3,125	6,800	2,666	6,800	0
MINOR EQUIPMENT	380	750	0	500	(250)
ERD RENTAL	20,597	9,731	4,866	12,580	2,849
BUILDING RENT	31,603	28,253	14,127	34,983	6,730
INFO SYSTEMS	19,379	20,259	10,105	19,444	(815)
OTHER SERVICES	6,144	14,025	4,752	14,240	215
INTERGOVERNMENT	6	10	5		(10)
TOTAL:	\$258,910	\$293,962	\$160,048	\$301,559	\$7,597

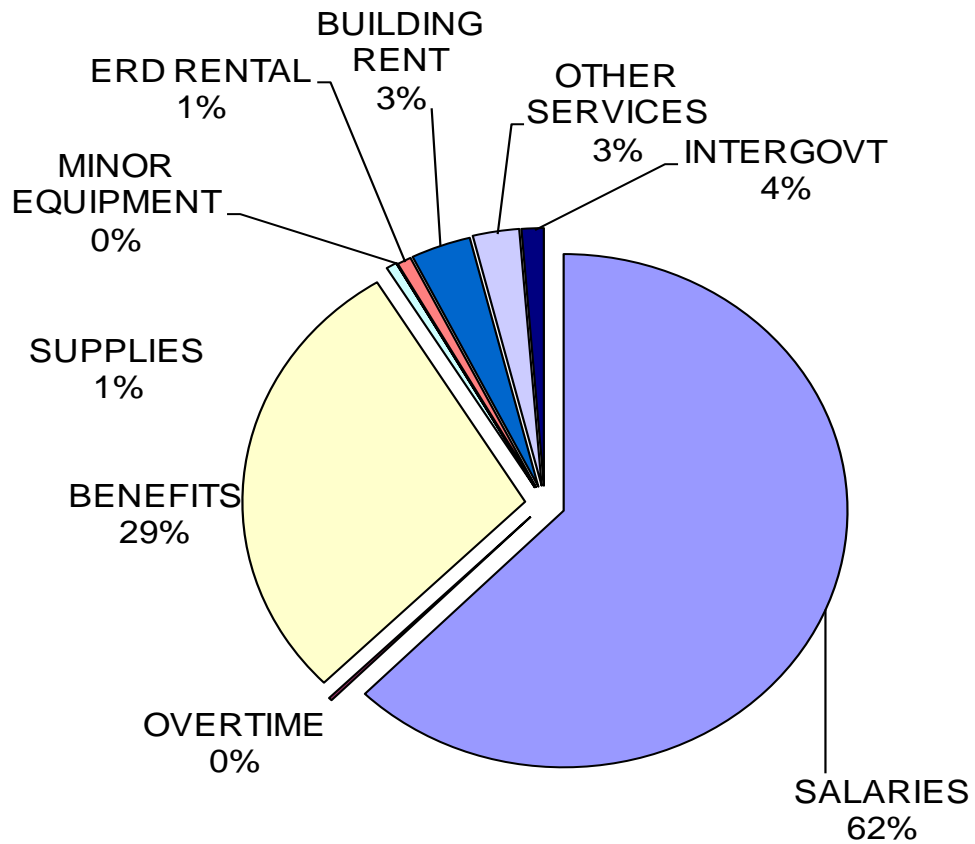
AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Public Works Director	0.10
Deputy Public Works Director	0.10
Senior Engineering Technician	0.50
Engineering Technician	1.00
Engineering Aide (Part-time)	0.90
Clerical	0.70
Total	3.30

C i t y o f P u l l m a n

P l a n n i n g



PLANNING



TOTAL OPERATING REQUEST:
\$261,291

ACTIVITY:

Planning

ACTIVITY DESCRIPTION:

Develop the City's Comprehensive Plan and implement its policies through administration of the zoning code, subdivision ordinance, and environmental laws; formulation of various programs related to land use; and advancement of projects through the Capital Improvement Program.

GOAL:

Effect continuous positive change in the community.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Process applications received in accordance with the City's procedural timelines.

Respond to alleged violations of land use and environmental regulations in accordance with applicable city code provisions.

As warranted, present proposed Comprehensive Plan amendments, development regulation revisions, and land use programs to the Planning Commission and City Council for review.

Solicit public input as appropriate for planning matters of interest to the community.

Prepare population estimate information for the Washington Office of Financial Management by the state-mandated deadline.

BUDGET:

\$261,291

MAJOR BUDGET CHANGES:

In combination with the Public Works department budget, reduction of Administrative Specialist position hours from full-time to $\frac{3}{4}$ -time starting July 1, 2011, resulting in a \$3,800 decrease in the Planning department's salaries/benefits budget over what would have otherwise occurred.

MEASUREMENT TECHNIQUE:

Public feedback on quality of life for community.

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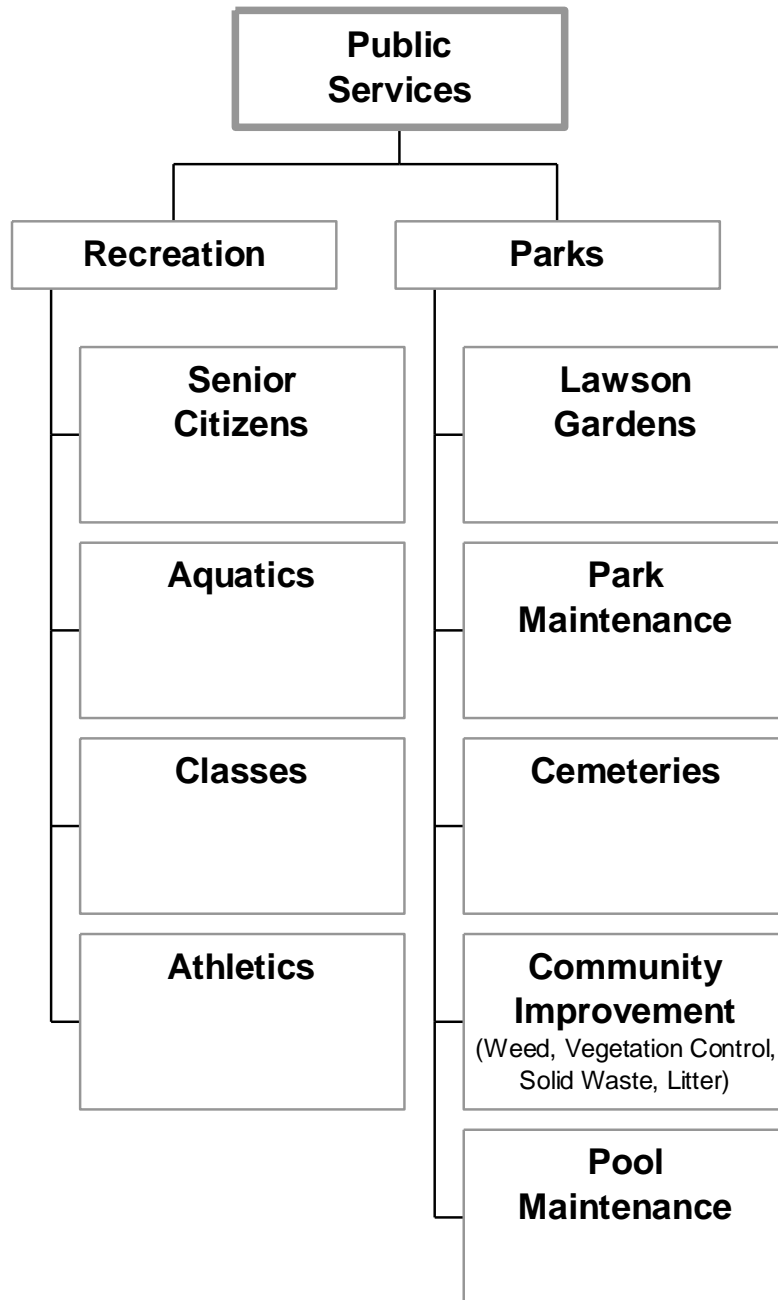
GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
PLANNING					
SALARIES	155,238	161,412	93,390	162,995	1,583
OVERTIME	1,767	1,300	632	500	(800)
BENEFITS	69,451	72,121	41,118	74,930	2,809
SUPPLIES	1,077	1,750	672	1,600	(150)
MINOR EQUIPMENT	0	0	0	0	0
ERD RENTAL	1,206	2,750	0	2,100	(650)
BUILDING RENT	9,754	8,829	4,415	8,966	137
INFO SYSTEMS	4,007	3,289	1,640	3,300	11
OTHER SERVICES	4,077	9,300	3,295	6,900	(2,400)
INTERGOVERNMENT	500	500	0	0	(500)
TOTAL:	\$247,077	\$261,251	\$145,161	\$261,291	\$40

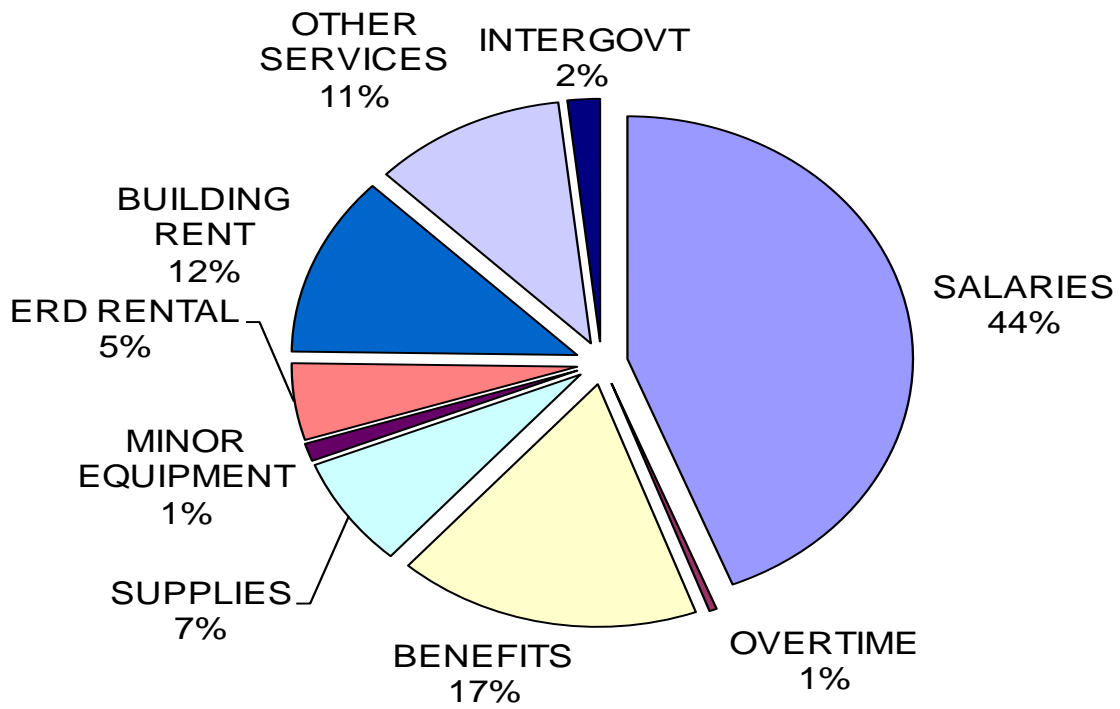
AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Director of Planning	1.00
Assistant City Planner	1.00
Clerical	0.39
Engineering/Planning Aide	0.10
Total	2.49

City of Pullman

Public Services Department



PUBLIC SERVICES



TOTAL OPERATING REQUEST:
\$2,601,607

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GENERAL FUND DEPARTMENTAL BUDGET REQUESTS

	2009 <u>ACTUAL</u>	2010 AMENDED <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
PUBLIC SERVICES					
SALARIES	1,105,772	1,147,646	670,879	1,144,539	(3,107)
OVERTIME	12,620	11,000	6,720	11,000	0
BENEFITS	396,014	437,028	243,102	446,067	9,039
SUPPLIES	194,523	211,500	82,594	191,850	(19,650)
MINOR EQUIPMENT	26,682	20,728	2,509	30,800	10,072
ERD RENTAL	166,629	94,137	48,738	132,937	38,800
BUILDING RENT	296,902	314,720	157,360	313,325	(1,395)
OTHER SERVICES	280,456	294,000	132,931	283,600	(10,400)
INFO SYS/INTERGOVT	45,197	46,331	24,179	47,489	1,158
TOTAL OPERATING:	\$2,524,796	\$2,577,090	\$1,369,011	\$2,601,607	\$24,517

ACTIVITY:

Recreation Services

ACTIVITY DESCRIPTION:

Implement, coordinate, and supervise a comprehensive year-round recreation program that includes opportunities for a variety of interests and ages.

GOAL:

Offer a comprehensive recreation program for all ages and abilities. Be creative and responsive to public requests and ideas. Utilize public facilities to their fullest extent for the enjoyment of recreation.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Provide programs and special events that appeal to a variety of age groups and interests and that are creative, inclusive, resourceful and effective. Activities offered for toddlers through Senior Citizens.

Allow for constant communication with the citizens of Pullman to receive input, ideas and feedback on programs and activities.

Constant evaluation of recreation programs both by participants and staff.

BUDGET: \$916,019

MAJOR BUDGET CHANGES:

Building Rental

- Decreased by \$7,311

MEASUREMENT TECHNIQUE:

Ongoing evaluation of programming levels, cost effectiveness, responsiveness to public input, program quality, and diversity of programs.

.

GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
RECREATION SERVICES					
SALARIES	388,389	410,361	232,097	408,480	(1,881)
OVERTIME	0	0	128	0	0
BENEFITS	141,098	159,533	87,086	162,267	2,734
SUPPLIES	59,932	67,000	20,413	64,000	(3,000)
MINOR EQUIPMENT	1,148	500	548	1,000	500
ERD RENTAL	37,318	16,046	8,023	25,873	9,827
BUILDING RENT	127,969	128,161	64,081	120,850	(7,311)
INFO SYSTEMS	12,004	11,125	5,554	11,849	724
OTHER SERVICES	104,006	118,500	61,500	116,500	(2,000)
INTERGOVERNMENT	4,203	5,200	1,406	5,200	0
TOTAL:	\$876,068	\$916,426	\$480,835	\$916,019	(\$407)

AUTHORIZED STAFFING		
Position	Full-Time Equivalent	
Recreation Superintendent	1.00	
Recreation Supervisor	1.00	
Senior Citizen Program Coordinator	1.00	
Preschool Instructor	1.00	
Administrative Specialist	1.75	
Seasonal Workers	5.42	
Total	11.17	

ACTIVITY:

Parks General

ACTIVITY DESCRIPTION:

Maintenance and operation of city-owned parks, public properties, trails and out- door swimming pools.

GOAL:

Maintain parks, playgrounds, ball fields, and RV Park at a level to provide a safe and pleasant setting for the public. Maintain highly visible areas to a level that presents a good image of the city. Perform appropriate maintenance on outdoor swimming pools. Provide snow removal from City parking lots, sidewalks around city property and spring gravel cleanup. Maintain parks at a standard that reflects pride in the park system and the city.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Budgeted service levels provides for:

Mowing parks and city-owned property as follows:

- (1) Playfields and highly visible areas once per week.
- (2) Low use and outlying areas every other week or as appropriate for property.

Check daily and clean park shelters and restrooms 3 times per week, resolve vandalism or public complaints within two working days of notification.

BUDGET:

Parks General \$ 898,518

MAJOR BUDGET CHANGES:

Increase in Equipment Rental Rates.

Minor Capital requests funded through the Metropolitan Park District yearly 10% set-aside for capital improvements

include Aquatic Center Fitness Equipment (\$9,900), a Pool Inflatable Play Structure (\$9,900) and a Grant Match with Pullman Youth Baseball (\$10,000) for improvements at the Upper Quann ball field.

MEASUREMENT TECHNIQUE:

Appearance, cleanliness, and usability of parks. Appearance of high visibility areas. Maintenance and operation of the swimming pools. Maintenance of path system and sidewalks around City property. Resource management.

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GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
PARKS					
SALARIES	385,970	384,826	228,941	379,214	(5,612)
OVERTIME	9,691	11,000	5,840	11,000	0
BENEFITS	147,810	159,637	89,836	165,247	5,610
SUPPLIES	101,927	103,000	42,316	93,000	(10,000)
MINOR EQUIPMENT	22,411	18,128	0	29,800	11,672
ERD RENTAL	79,053	45,144	24,242	74,862	29,718
BUILDING RENT	0	0	0		0
INFO SYSTEMS	5,941	7,570	4,763	11,595	4,025
OTHER SERVICES	135,647	124,300	49,629	126,300	2,000
INTERGOVERNMENT	11,337	11,362	7,500	7,500	(3,862)
TOTAL:	\$899,787	\$864,967	\$453,065	\$898,518	\$33,551

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Parks Superintendent	1.00
Lead Park Maintenance Worker	1.00
Park Maintenance Worker*	4.00
Horticulturist	1.00
Community Improvement Specialist	1.00
Seasonal Workers	3.42
Lawson Seasonal	0.58
Total	12.00
*Cemetery, Weed/Litter Control, Street Tree, Water Tower, Lawson Gardens functions are performed by Parks personnel.	

ACTIVITY:

Street Trees

ACTIVITY DESCRIPTION:

Maintenance of city street trees on an emergency or as needed basis.

GOAL:

Respond within two days to customer requests.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Response to emergencies within 24 hours of notification.

BUDGET:

\$26,014

MAJOR BUDGET CHANGES:

No major budget changes.

MEASUREMENT TECHNIQUE:

Responsiveness to emergencies and maintenance complaints of street trees.

ACTIVITY:

Water Towers

ACTIVITY DESCRIPTION:

Mowing and maintenance of tower and well sites on Derby Street, Military Hill Park , Well 7 & Booster 9. Management of noxious weeds on all well sites and towers.

Activities in this category are reimbursed from utility fund.

GOAL:

Maintain towers and well sites in a visually appealing and cost effective manner.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Regularly scheduled mowing of towers and well sites.

Noxious weed control.

BUDGET:

\$ 15,304

MAJOR BUDGET CHANGES:

Reduction in Supplies.

MEASUREMENT TECHNIQUE:

Appearance of the grounds surrounding water towers and well sites.

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GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED 2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
STREET TREES, WATER TOWERS					
	(Reimbursable from Other Funds)				
SALARIES	16,355	19,102	6,542	19,102	0
OVERTIME	95	0	0	0	0
BENEFITS	7,153	7,163	2,479	7,810	647
SUPPLIES	422	5,000	349	2,000	(3,000)
MINOR EQUIPMENT	0	0	0	0	0
ERD RENTAL	7,903	3,724	1,862	4,906	1,182
BUILDING RENT	0	0	0	0	0
INFO SYSTEMS	0	0	0	0	
OTHER SERVICES	7,339	7,500	4,870	7,500	0
INTERGOVERNMENT	0	0	0	0	0
TOTAL:	\$39,267	\$42,489	\$16,103	\$41,318	(\$1,171)

ACTIVITY:

Community Improvement

ACTIVITY DESCRIPTION:

Abatement of weeds on city property and rights-of-way. The enforcement of city noxious weed ordinance. Enforcement of city solid waste/litter control, nuisance and overhanging vegetation ordinances. The beautification and maintenance of downtown Pullman planter beds, hanging baskets and seasonal lighting displays.

GOAL:

Abatement of noxious weeds; effective enforcement of solid waste and litter ordinance, overhanging vegetation ordinance, noxious weed ordinance and nuisances related to sidewalk clearance, indoor furniture outdoors, yard waste and collected debris related to health issues.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Abatement of noxious weeds on city-owned property within the time frame cited by city ordinance.

Reduction of chemical output by targeting weed populations, by scheduling more spot spraying and less boom applications and through the use of biological control on rights-of-way and selected sites within the city.

Respond within two working days of notification to public complaints regarding ordinance violations.

The beautification and maintenance of the downtown business district landscapes.

BUDGET:

\$ 100,846

MAJOR BUDGET CHANGES:

No major budget changes.

MEASUREMENT TECHNIQUE:

Interaction with public on ordinance violations and concerns.

MEASUREMENT TECHNIQUE:

Interaction with public on ordinance violations and concerns.

Cooperation with Whitman County on weed abatement in a timely manner and management of weeds on city property.

Planning and coordination of volunteer efforts.

Overall appearance of City controlled downtown landscapes.

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GENERAL FUND 2011 BUDGET REQUESTS

	2009	AMENDED 2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
COMMUNITY IMPROVEMENT					
SALARIES	48,546	52,503	30,684	52,504	1
OVERTIME	43	0	0		0
BENEFITS	24,647	28,889	15,940	30,324	1,435
SUPPLIES	8,183	10,500	5,718	7,500	(3,000)
MINOR EQUIPMENT	0	0	0		0
ERD RENTAL	15,389	8,078	4,039	7,267	(811)
BUILDING RENT	0	0	0		0
INFO SYSTEMS	1,980	1,893	945	1,951	58
OTHER SERVICES	1,395	2,200	608	1,300	(900)
INTERGOVERNMENT	0	0	0		0
TOTAL:	\$100,183	\$104,063	\$57,934	\$100,846	(\$3,217)

ACTIVITY:

Cemetery

ACTIVITY DESCRIPTION:

Operation and maintenance of IOOF and City Cemetery.

GOAL:

Provide the maintenance and operation of the cemeteries in a cost-efficient and visually appealing manner.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Mowing, trimming, and necessary care of the cemeteries on a weekly basis.

Respond within one working day of notification to requests for funerals, grave locations, and services for the public.

Respond within one working day of notification to complaints or vandalism.

BUDGET:

\$90,261

MAJOR BUDGET CHANGES:

Reduction in Other Services.

MEASUREMENT TECHNIQUE:

Cemetery appearance, resource management, and public feedback.

GENERAL FUND 2011 BUDGET REQUESTS

	AMENDED			
2009	2010	YTD	2011	
<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>

CEMETERY

SALARIES	42,122	39,507	32,120	39,507	0
OVERTIME	227	0	40	0	0
BENEFITS	12,383	11,192	9,218	11,614	422
SUPPLIES	2,723	5,000	537	5,600	600
MINOR EQUIPMENT	0	600	1,428	0	(600)
ERD RENTAL	26,966	20,395	10,197	18,890	(1,505)
INFO SYSTEMS	0	0	0	0	
OTHER SERVICES	12,809	17,500	3,861	14,500	(3,000)
INTERGOVERNMENT	365	300	52	150	(150)
SUBTOTAL:	\$97,595	\$94,494	\$57,454	\$90,261	(\$4,233)

ACTIVITY:

Aquatic Center

ACTIVITY DESCRIPTION:

Provide management and operations of the Pullman Aquatic Center in cooperation with the Pullman School District.

GOAL:

To provide a safe, family friendly aquatic and fitness center that attracts regular users and produces revenues sufficient to offset the operation costs by 50-55%.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Provide a comprehensive swim program that appeal to the entire Pullman community that is creative, inclusive, resourceful and effective.

Provide effective communication with the citizens of Pullman to receive input, ideas and feedback on swim and fitness programs.

Provide yearly financial review of Aquatic Center revenues and expenses.

Meet safety and health regulations for operations.

BUDGET:

\$554,645

MAJOR BUDGET CHANGES:Other Services

- Decrease by \$6,500

Interfund Charges

- Increase in Building Rental in the amount of \$5,916

MEASUREMENT TECHNIQUE:

Monitor memberships, daily use, program attendance and revenues.

Collect user information through class evaluations and customer feedback forms to improve programming and operations.

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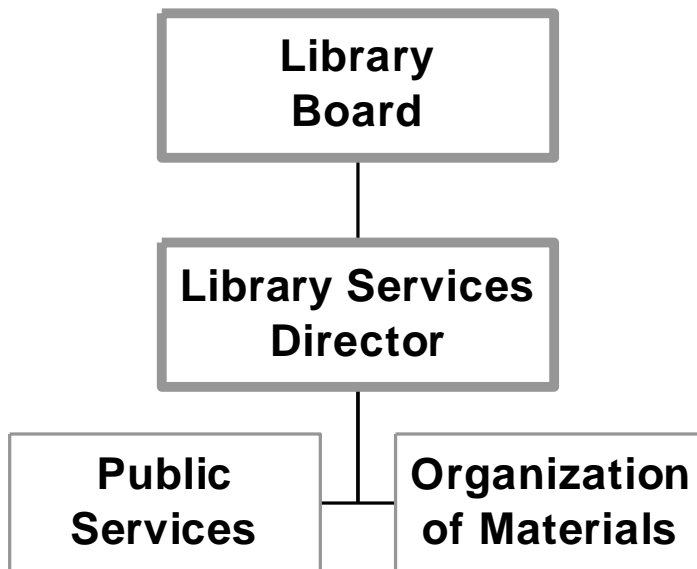
GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
AQUATICS CENTER					
SALARIES	224,390	241,347	140,496	245,732	4,385
OVERTIME	2,564	0	713	0	0
BENEFITS	62,923	70,614	38,544	68,805	(1,809)
SUPPLIES	21,335	21,000	13,260	19,750	(1,250)
MINOR CAPITAL	3,124	1,500	533	0	(1,500)
ERD RENTAL	168,933	750	375	1,139	389
BUILDING RENT	7,372	186,559	93,280	192,475	5,916
INFO SYSTEMS	19,260	6,681	3,334	7,044	363
OTHER SERVICES	1,995	24,000	12,462	17,500	(6,500)
INTERGOVERNMENT	0	2,200	626	2,200	0
TOTAL:	\$511,896	\$554,651	\$303,621	\$554,645	(\$6)

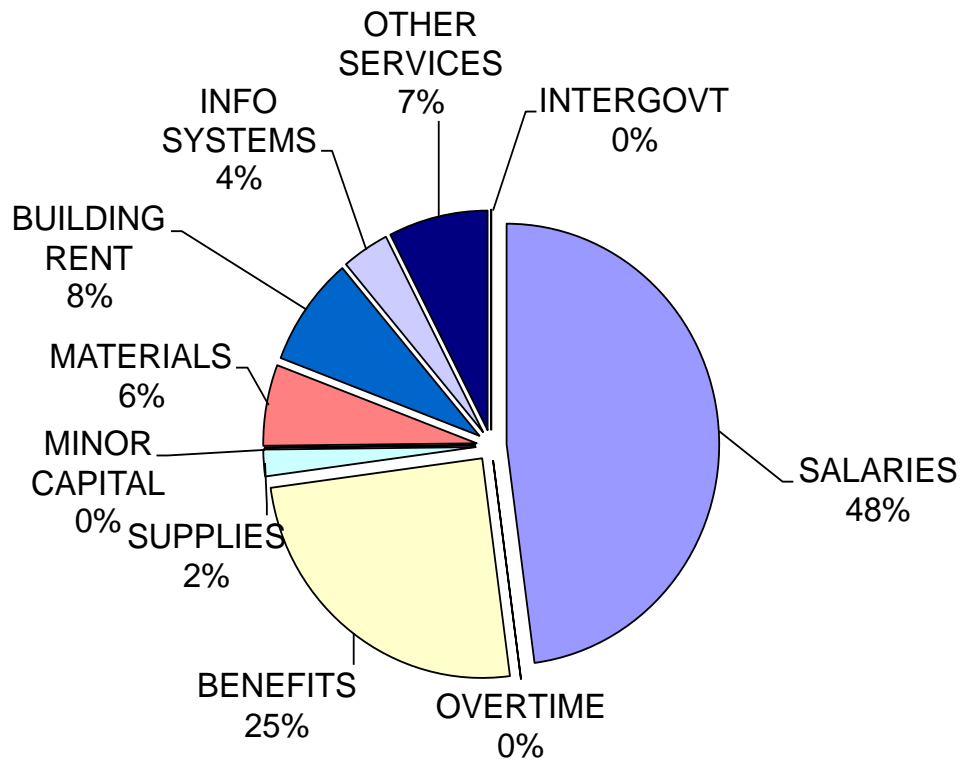
AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Aquatic Coordinator	1.00
Casual Workers	8.00
Total	9.00

City of Pullman

Neill Public Library



NEILL PUBLIC LIBRARY



TOTAL OPERATING REQUEST:
\$1,180,739

ACTIVITY:

Neill Public Library

MISSION STATEMENT:

The mission of Neill Public Library is to provide an open environment in which people have free access to a wide variety of stories, ideas, information and opinions.

VISION STATEMENT:

Neill Public Library is a gateway to the world of knowledge providing free access to ideas, information and the richness of human culture. The library offers a stimulating, safe environment for discovery and exploration as well as a beautiful, comfortable setting for reading and relaxation. The library affirms its historic commitment to young people while encouraging literacy and love of learning in all. In the heart of downtown Pullman, the library is a vibrant community center welcoming people with diverse interests, abilities and backgrounds. The library staff commits to excellence in service based on community needs. In collaboration with other libraries and community organizations we creatively develop service options and integrate emerging technologies. As a key asset to the community, the library appreciates sustained support from its many patrons, the City of Pullman and the Friends of the Library.

The Library Board has adopted the following four Service Roles:

1. Popular Materials Library
2. Early Literacy Cornerstone
3. General Information Center
4. Community Activities Center

"Materials are selected and retained on the basis of their content. Neill Public Library collections represent diverse

points of view. The library collections, as much as possible, reflect the community and its diversity of interests, perspectives and backgrounds. The library also seeks to bring awareness of those cultures, traditions and ideas not represented in the local community. The selection principles promote the American Library Association's "[Library Bill of Rights](#)" and interpretations, "[Freedom to Read Act](#)," "[Freedom to View Act](#)," and "[Intellectual Freedom Statement](#)" and "[ALA guidelines for Access to Electronic Information](#)" (Excerpt From Neill Public Library's Collection Development Policy 2002).

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Citizen feedback, utilization of statistics including circulation of materials, number of cardholders, number of new cards issued, average number of checkouts per hour, turnover rate of major segments of the collection, programming participation including summer reading enrollment and completion, and other measurers as appropriate and possible.

BUDGET:

\$1,180,739

MAJOR BUDGET CHANGES:

This budget includes the absorption of predicted increases to salary and benefit costs, including an increase to minimum wage.

Additional reductions as follows:

- hiring deferral for permanent Administrative Assistant position until June, 2011
- significant loss of funding to programming budget
- significant loss of funding to materials budget
- complete loss of funding to minor equipment budget

Staffing and operations will continue to be evaluated for efficiencies and pursuit of volunteer recruitment options will be explored, including a possible partnership with the WSU Center for Civic Engagement. Reductions will be re-evaluated should economic conditions permit.

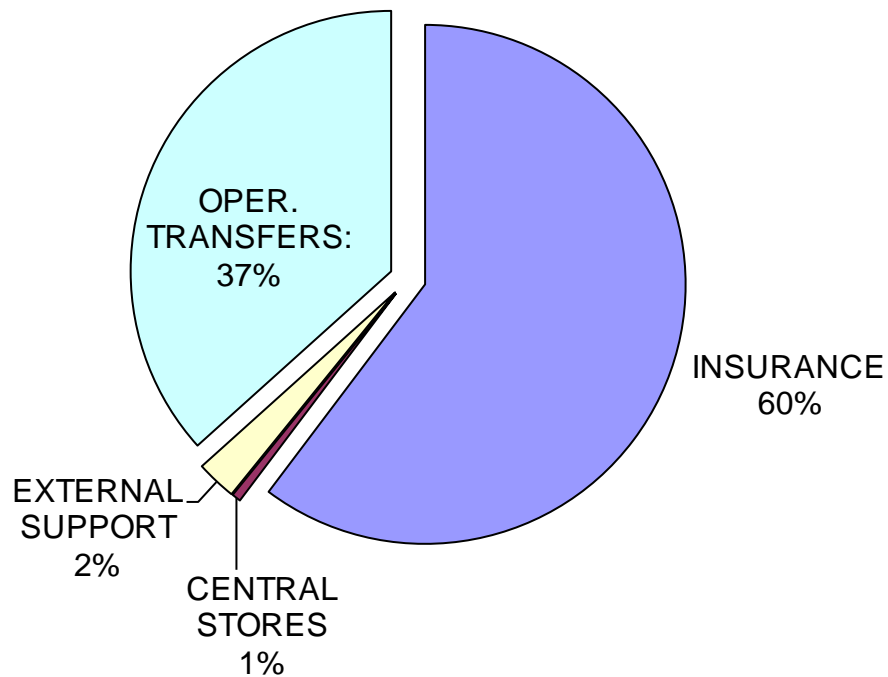
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GENERAL FUND 2011 BUDGET REQUESTS

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
NEILL PUBLIC LIBRARY					
SALARIES	581,254	527,227	323,324	565,716	38,489
OVERTIME	0	0	0	0	0
BENEFITS	197,378	237,641	112,912	294,567	56,926
SUPPLIES	23,745	23,169	13,916	23,169	0
MINOR CAPITAL	12,563	15,000			(15,000)
MATERIALS	100,933	101,210	50,445	70,197	(31,013)
BUILDING RENT	40,734	130,770	65,385	95,321	(35,449)
INFO SYSTEMS	56,080	40,644	20,270	42,555	1,911
OTHER SERVICES	112,828	105,112	40,509	89,214	(15,898)
INTERGOVERNMENT	0	0	0		0
TOTAL:	\$1,125,514	\$1,180,773	\$626,759	\$1,180,739	(\$34)

AUTHORIZED STAFFING	
Position	Full-Time Equivalent
Library Services Director	1.00
Library Division Manager	2.00
*Library System Administrator	1.00
Library Supervisor	1.75
Administrative Assistant	1.00
Library Technician	2.00
Library Assistant	2.25
Time-Slip	4.70
* 50% reimbursed by Whitman County Library District	
Total	15.70

GENERAL GOVERNMENT AND OPERATING TRANSFERS



**TOTAL GENERAL GOVERNMENT, OPERATING
AND
TRANSFER REQUEST:
\$294,329**

ACTIVITY:

Other General Governmental Services, External Support, Transfers to Other Funds and Capital Expenditures

Non-departmental expenditure requests include an increase to the amount requested for general governmental liability insurance purchased from Washington Cities Insurance Authority. The insurance pool's assessment has been increased due to general economic conditions, increased costs of litigation and underlying re-insurance costs.

The City must by statute remit two percent of the monies it receives from state shared liquor taxes and profits to the Whitman County Alcohol Treatment Center, estimated to total \$6,728 in 2010.

Operating Transfers include \$32,013 as the support provided to the Pullman-Moscow Regional Airport, \$4,799 as support for the Government Access Channel, which was moved to the Information Systems Fund in 2004, and \$61,923 to the Equipment Rental Fund for debt service for the loan for the Fire Ladder Unit.

The consolidation of the Capital Improvement Fund into the General Fund in 1993 provides for the direct expenditure for capital projects from the General Fund. The projects are summarized by department here and are described more fully on succeeding pages. For 2010, the Capital Improvement Committee approved General Fund capital projects totaling \$98,390. The approved projects are the high band radios lease for both Police and Fire, field improvements at Kruegel Park and emergency services defibrillator replacement.

Total C.I.P. project funding from General fund sources is \$98,390.

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GENERAL FUND 2011 BUDGET REQUESTS:

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD 07/31/10	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
GENERAL GOVERNMENT					
INSURANCE	141,060	143,404	166,028	162,366	18,962
OTHER SERVICES	(13,739)	25,000		25,000	0
CENTRAL STORES	48	1,500	0	1,500	0
TOTAL:	\$127,370	\$169,904	\$147,510	\$188,866	\$18,962
EXTERNAL SUPPORT					
CRISIS LINE	0	0	0	0	0
ALCOHOLISM	7,179	6,728	3,469	6,728	(0)
TOTAL:	\$7,179	\$6,728	\$3,469	\$6,728	(\$0)
OPERATING TRANSFERS					
STREETS/OTHER FUNDS	0	0	0	0	0
INFO SYS - GOV'T ACCESS	18,509	4,799	4,684	4,799	0
GOVT BUILDINGS	4,799	0	9,255		0
ERD	82,534	61,923	61,923	61,923	0
AIRPORT	32,013	32,013	32,013	32,013	0
TOTAL:	\$137,855	\$98,735	\$107,875	\$98,735	\$0
OPER. SUBTOTAL:	\$272,404	\$275,367	\$258,854	\$294,329	\$18,962
CAPITAL EXPENDITURES					
<u>C.I.P. PROJECTS</u>					
ADMIN/FINANCE	0	0	0	0	0
POLICE	3,805	22,500	0	23,729	1,229
FIRE	42,352	29,431	29,431	58,161	28,730
PUBLIC WORKS	0	0	0	0	0
ENGINEERING				0	0
PARKS	42,437	129,850	13,990	16,500	(113,350)
LIBRARY	29,356	0	0	0	0
TOTAL:	\$117,950	\$181,781	\$43,421	\$98,390	(\$83,391)
CAPITAL FUND TRANSFERS:					
STREETS	0	0	0	0	0
OTHER FUNDS	0	0	0	0	0
G.O. BOND REDEMPT	0	0	0	0	0
TOTAL CAPITAL:	\$117,950	\$181,781	\$43,421	\$98,390	(\$83,391)
PAGE TOTAL:	\$390,354	\$457,148	\$302,275	\$392,719	(\$64,429)

ACTIVITY:

2011 General Fund Capital Improvement Projects

ACTIVITY DESCRIPTION:

This activity segregates the capital improvement projects from the rest of the General Fund. On July 8, 2010, the City Council adopted the CIP for 2011 - 2016. Only debt repayment General Fund projects and limited capital improvement projects were recommended and approved for funding by the Council.

BUDGET:

\$98,390	Direct Expenditures
0	Transfers to other Funds
<hr/>	
\$98,390	Total

2011 GENERAL FUND C.I.P PROJECTS

<u>Department</u>	<u>Project</u>	<u>Amended 2010 Budget</u>	<u>Estimate Yr End 2010</u>	<u>Carryover to 2011</u>	<u>Carryover to 2012</u>	<u>New 2011 Request</u>	<u>Dept Total</u>
Police	Police In-Car Video Equipment	22,500	22,500	0		0	
	Narrow Banding Radio Project					23,729	
	Subtotal:	22,500	22,500	0		23,729	\$23,729
Fire	Defibrillator Replacement	0	0	0		29,431	
	Narrow Banding Radio Project	29,431	29,431	0		28,730	
	Subtotal:	29,431	29,431	0		58,161	\$58,161
Engineering	Total Station Transit	2,250	1,983	0		0	
	Subtotal:	2,250	1,983	0		0	\$0
Parks	Entrance Signs	15,500	0	0	15,500	0	
	Krugel Ball Field Improvement					16,500	
	Itani Park Path (Reserve)	70,000	0	0	70,000	0	
	Play Structure (Metro Dollars)	0	0	0	26,928		
	Harison Shade Structure	14,300	5,631	0		0	
	Itani Park Pavilion (Metro Park)	16,500	3,210	0		0	
	Subtotal:	116,300	8,841	0	112,428	16,500	\$16,500
Library	Patio Improvements	272	648	0		0	
	Other Improvements	29,431	27,629	0		0	
	Subtotal:	29,703	28,277	0		0	\$0
TOTAL GENERAL FUND DIRECT:		197,934	89,049	0	112,428	98,390	98,390
Transfers to Other Funds							
Total Transfers to Other Funds:		0	0	0		0	\$0
TOTAL GENERAL FUND CAPITAL:		\$197,934	\$89,049	\$0	\$112,428	\$98,390	\$98,390
C.I.P. Reserve:							
		<u>Beginning 2010</u>	<u>Additions/ 20100</u>	<u>Year End 2010</u>	<u>Additions (Uses) in 2012</u>	<u>Additions (Uses) in 2011</u>	<u>Year End 2011</u>
	Transfer from Undesignated Reserves:		89,049			98,390	
		\$100,000	\$0	\$100,000		(\$98,390)	\$100,000

FUND NUMBER

104

TITLE

ARTERIAL STREETS

ACTIVITY DESCRIPTION:

Implementation of City's Six-Year Transportation Improvement Program.

GOAL:

Provide a planned program of major transportation improvements reflecting community needs and consistency with the City Comprehensive Plan.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Completion of planned projects with least disruption to City's motorists.

BUDGET:

\$1,445,750

MAJOR BUDGET CHANGES:

The Arterial Street budget follows the Transportation Improvement Program adopted by Council. The 2011 program is an estimate of the amount of work that will be completed on individual projects during that year. In some cases, the actual work completed may vary substantially from the estimate. Revenue received from outside sources is typically directly related to the amount of work completed.

2011 Program:

Grand Avenue Widening - Nye to Ritchie	\$1,245,000
Bishop/Klemgard Signal (design, carryover)	70,000
Miscellaneous	130,750
Total	<u>\$1,445,750</u>

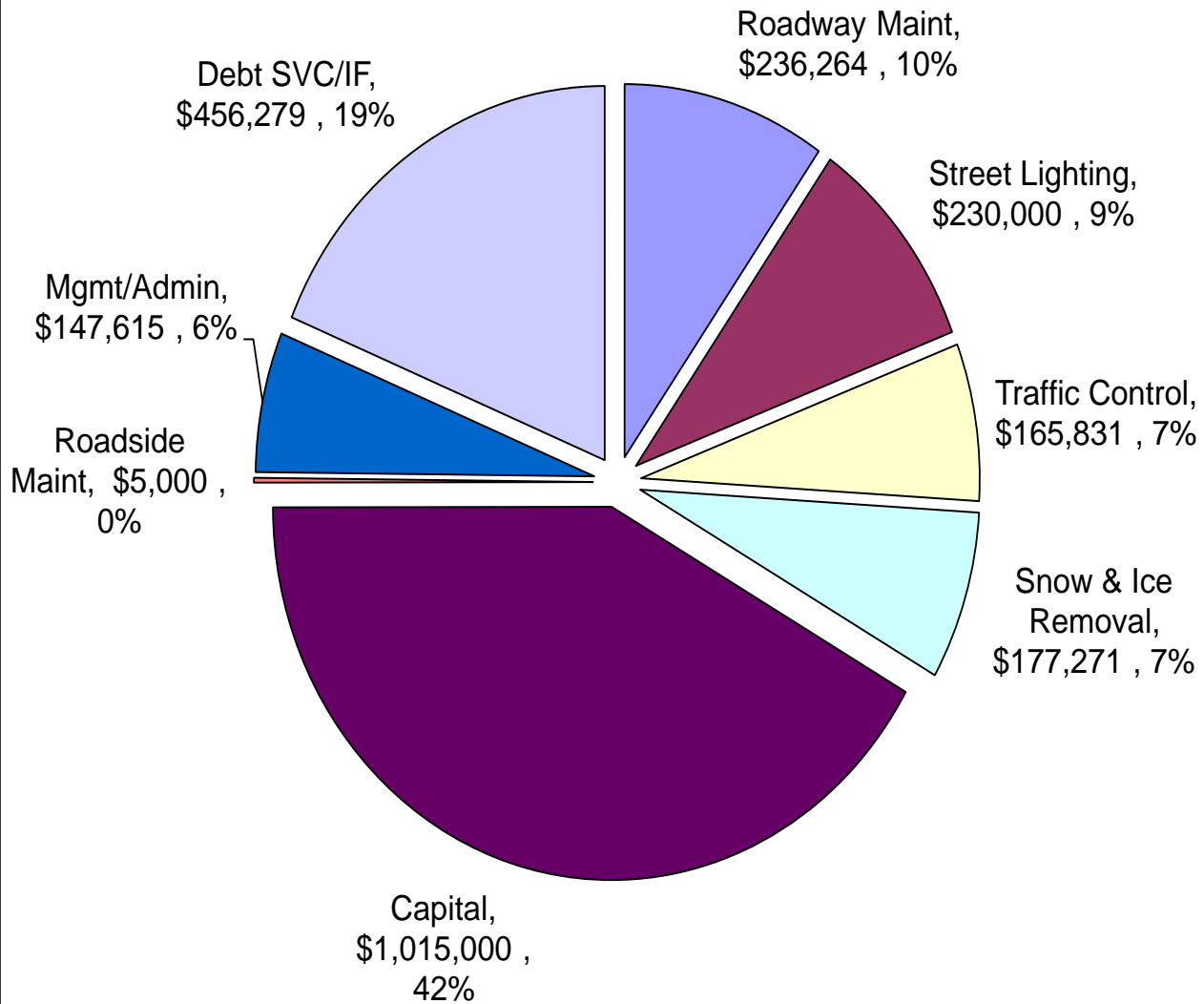
MEASUREMENT TECHNIQUE:

Feedback received at public hearings on Transportation Improvement Program and during and after construction.

ARTERIAL STREET FUND #104

	2009 <u>ACTUAL</u>	2010 BUDGET	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
REVENUES:					
FEDERAL GRANTS	324,362				
STATE GRANTS		1,498,548		1,013,490	(485,058)
GAS TAX	189,108	190,000	107,453	432,260	242,260
TRANSFER FROM FUND 302					
MISCELLANEOUS					
TOTAL REVENUES:	\$513,471	\$1,688,548	\$107,453	\$1,445,750	(\$242,798)
+BEGINNING CASH:	1,033,368	1,120,020	1,120,020	1,216,252	96,232
TOTAL RESOURCES:	1,546,839	\$2,808,568	\$1,227,473	\$2,662,002	(\$146,566)
EXPENDITURES:					
SALARIES	18,240	25,000	9,010	25,000	
OVERTIME	2,314	3,000	2,134	5,000	2,000
BENEFITS	7,799	10,550	4,165	11,850	1,300
SUPPLIES	1,300	650		450	(200)
MINOR EQUIPMENT	35,176	3,000		3,000	
OTHER SERVICES		123,450	19,428	95,450	(28,000)
INTGOVT/OTHER	361,990	10,000		10,000	
CAPITAL		1,915,000	22,550	1,295,000	(620,000)
TOTAL EXPENDITURE	\$426,819	\$2,090,650	\$57,288	\$1,445,750	(\$644,900)
+ENDING CASH	1,120,020	717,918	1,170,185	1,216,252	498,334
TOTAL USES:	\$1,546,839	\$2,808,568	\$1,227,473	\$2,662,002	(\$146,566)

2011 Street Budget \$2,433,260



FUND NUMBER:

105

TITLE**STREETS****ACTIVITY DESCRIPTION:**

Maintenance of the City street and bridge systems, maintenance and operation of traffic control and street information signs and signals, and pavement markings.

GOAL:

Schedule activities within the budgeted street program that will effectively and efficiently utilize available resources in continuation of roadway system operations in a safe and efficient manner for the motoring and pedestrian public.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Complete 1,500 square yards of asphalt distress patching and 20,000 lineal feet of crack sealing; complete \$600,000 accelerated street maintenance program; install/replace 150 street signs; inspect and monitor 19 traffic signals daily; paint 115,000 lineal feet of centerline, fog line, curbs, bike paths, and crosswalks; grade aggregate streets semi annually; apply dust abatement on selected streets and alleys; utilize an effective and efficient snow/ice removal program to provide safe streets (63.4 miles plus 9.0 miles of state highway) for the motoring public.

BUDGET:

\$2,433,260

MAJOR BUDGET CHANGES:

Building rental is increased reflecting one-time improvements made to acquired rental property. Equipment Rental is decreased reflecting lower fuel prices and less maintenance and upfitting of new equipment.

Minor Equipment includes preformed traffic loops (\$1,500); four illuminated street name signs (\$7,200); replacement narrow-band radios (\$2,000); and miscellaneous hand tool and equipment replacements (\$3,500).

Major Capital includes the Accelerated Street Maintenance Program (\$600,000); sidewalk repairs (\$40,000); sidewalk infilling (\$40,000); electrical upgrades to the CBD street light circuits (\$300,000 carryover); replacement and upgrade of the traffic signal controller at Grand Avenue and David Way (\$25,000); and miscellaneous street lighting improvements (\$10,000).

MEASUREMENT TECHNIQUES

Square yards of new pavement and hours of street system disruption due to ice, snow or flood and timeliness of street painting.

STREET FUND #105

	2009 ACTUAL	AMENDED 2010 BUDGET	YTD 07/31/10	2011 REQUEST	\$ CHANGE
REVENUES:					
UTILITY TAX	1,146,506	1,073,000	615,302	1,088,000	15,000
1/4% R.E. TAX	244,187	200,000	63,943	150,000	(50,000)
GASOLINE TAX	401,855	400,000	228,337	400,000	
GRANTS, OTHER DIRECT	3,349	1,500	5,923	6,650	5,150
GENERAL FUND - C.I.P.					
TRANSIT FUND	100,000	100,000	30,000	100,000	10,000
TOTAL REVENUES:	1,922,522	1,774,500	943,504	1,744,650	(29,850)
+BEGINNING FUND BALANCE	1,809,622	1,809,622	1,809,622	1,714,772	(94,850)
TOTAL RESOURCES:	\$3,732,144	\$3,584,122	\$2,753,127	\$3,459,422	(\$124,700)

EXPENDITURES:					
SALARIES	251,302	246,169	135,684	218,881	(27,288)
OVERTIME	6,825	13,111	1,204	12,523	(588)
BENEFITS	110,928	114,214	61,855	122,527	8,313
SUPPLIES	141,830	228,100	25,057	228,500	400
MINOR EQUIPMT	12,701	15,000	2,107	14,200	(800)
ERD / BUILDING RENTAL	243,918	266,816	118,939	202,735	(64,081)
OTHER SERVICES	533,969	358,164	164,035	407,350	49,186
LOAN REPAY, INTERGOVT	180,593	241,679	46,873	211,544	(30,135)
CAPITAL & ACCEL MAINT.	736,024	994,000	75,339	1,015,000	21,000
TOTAL EXPENDITURE	2,218,089	2,477,253	631,092	2,433,260	(43,993)
+ENDING FUND BALANCE	1,809,622	1,106,869	2,122,034	1,026,162	(80,707)
TOTAL USES:	\$4,027,712	\$3,584,122	\$2,753,126	\$3,459,422	(\$124,700)

STAFFING	
<u>Position</u>	<u>Full-Time Equivalent</u>
Maintenance Superintendent	0.25
Maintenance Supervisor	0.15
Operations Supervisor	0.15
Control Specialist	0.05
Maintenance Workers	2.76
Engineering Technician	0.10
Seasonal/Casual	0.67
Administration	0.20
Clerical	0.43
Total	4.76

FUND NUMBER**120****TITLE****CIVIC IMPROVEMENT****PURPOSE**

This fund was authorized by the City Council in 1982 to receive the local 2 percent share of the Hotel-Motel Special Lodging Tax, which is levied by the State. On December 5, 2000, the City Council increased this rate to 4 percent to provide supplemental funding for a possible conference center.

REVENUES

Estimated receipts: **\$271,990**

EXPENDITURES

Contractual payments to the Pullman Chamber of Commerce to reimburse its expenses for promoting and encouraging tourism and conferencing in the City, including the full-time salary expenses of the Tourism Director and a part- time Tourism Assistant. The 2011 request is summarized below:

Salaries:	Tourism Director	\$ 40,738
	Part-time Tourism Assistant	\$ 15,398
	Assistant Director	\$ 3,500
	Part-time Seasonal Intern	\$ 2,500
Payroll Taxes:	Tourism Director	\$ 4,236
	Assistant Director	\$ 336
	Part-time Tourism Assistant	\$ 1,602
Simple IRA Benefit:	Tourism Director	\$ 1,192
	Assistant Director	\$ 76
Medical Benefits		\$ 3,593
1-800 Phone Number		\$ 400
Postage		\$ 7,000
Travel/Tourism Meetings		\$ 2,000
The Palouse Scenic Byway Program for Whitman Co.		\$ 14,000
Brochures		\$ 23,500
	Pullman-Moscow Visitor's Guide	\$4,000
	Shopping & Dining Guide	\$4,000
	Downtown Map	\$3,800
	Diversions and Excursions	\$3,000
	Loop Tour of Discovery	\$3,000
	Ag Tourism Brochure	\$2,000
	Calendar of Events	\$2,000
	Walk of Fame Brochure	\$1,200
	Camping/RV Brochure	\$250
	Volunteer Brochure	\$250

National Lentil Festival	\$ 42,500
Holiday Festival & Tree Lighting	\$ 10,000
First Down Friday Night	\$ 5,000
General Advertising	\$ 60,000
Tourism Promotion Grants	\$ 85,000
Office supplies and equipment rental	\$ 1,700
Technology and Software	\$ 2,000
Website and DSL Fees	\$ 1,000
Total Budget Requested	\$327,271

This request includes \$15,398 to continue funding a part time tourism assistant to work twenty to twenty-five hours per week throughout the year. The position assists the Tourism Director with visitor and relocation request fulfillment, greeting visitors, brochure development, scenic byway, advertising and other tourism related projects. This also includes funding for a Special Events Intern to help with the 4th of July and National Lentil Festival.

This request includes \$14,000 to continue work on the Palouse Scenic Byway Program, which was authorized by the City Council on October 2, 2001. This money will be used to reprint the brochure, develop a new interactive website, and do limited advertising. Promotion will focus on visitors who are already staying in Pullman.

Funding for brochure publication includes prices to reprint all of our standard brochures that are reprinted annually but with some additional funding for each publication to have them all redesigned to follow the same theme. We also need to reprint our Loop Tour of Discovery and Diversions and Excursions brochures as we are almost out. These brochure are only reprinted when stocks are low, about every four years.

Funding for the National Lentil Festival is requested at the same level for next year. We also request \$10,000 for the annual Holiday Festival and Tree Lighting Celebration. This event, sponsored by the Pullman Chamber of Commerce has received lodging tax grant funding the past two years to buy lights for the downtown corridor and market Pullman as a holiday shopping destination. These funds are used to market Pullman during the holidays, put on the actual tree lighting event, and purchase additional decorations during after-holiday sales. A new line item for the First Down Friday Night event was also added at a level of \$5,000 based on the success of the event in 2010.

Funding for general advertising is requested at the \$60,000, a \$10,000 increase from last year at the request of the committee. Our newly redesigned website makes it easier to do online advertising which is sometimes cheaper and more relevant than print advertising.

An additional \$35,000 has also been budgeted for Tourism Promotion Grants due to increased popularity and an aggressive advertising campaign to help fund more events for Pullman and generate further lodging stays.

We launched a new website in February of 2010 which tracks visits and page views differently than our old site, making it difficult to compare to previous months. To avoid confusion, only the statistics since our launch are shown in the first table.

2010 Website Statistics

Month	Visits	Page Views	PV/Visit
February	2,104	10,743	5.11
March	3,495	16,624	4.76
April	3,621	16,625	4.59
May	3,289	14,973	4.55
June	4,738	18,481	3.90
July	5,734	20,154	3.51
August	4,734	17,267	3.53
TOTAL	39,598	192,598	
Ave./month	3,830	16,266	4.40
Ave./day	127	542	4.40

	2008	2009	2010 (as of 9/14)
Relocation Packets	291	106	286

CIVIC IMPROVEMENT FUND #120

	<u>2009 ACTUAL</u>	<u>AMENDED 2010 BUDGET</u>	<u>YTD 07/31/10</u>	<u>2011 REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
LODGING EXCISE TAX	257,225	260,047	149,305	270,000	9,953
INTEREST	4,629	5,116	1,161	1,990	(3,126)
TOTAL REVENUES:	\$261,854	\$265,163	\$150,466	\$271,990	\$6,827
+BEGINNING FUND BALANCE:	837,730	882,306	882,306	840,084	(42,222)
TOTAL RESOURCES:	\$1,099,584	\$1,147,469	\$1,032,771	\$1,112,074	(\$35,395)
<u>EXPENDITURES:</u>					
CONTRACT FOR TOURISM & CONVENTION PROMOTIONS	217,278	300,163	127,236	327,271	27,108
TOTAL EXPENDITURE	\$217,278	\$300,163	\$127,236	\$327,271	\$27,108
+ENDING FUND BALANCE	882,306	847,306	905,535	784,803	(62,503)
TOTAL USES:	\$1,099,584	\$1,147,469	\$1,032,771	\$1,112,074	(\$35,395)

FUND NUMBER:

310

TITLE

Cemetery Expansion

PURPOSE:

To provide funds for cemetery expansion and/or development.

GOAL:

Continue to provide the opportunity for capital cemetery improvements.

BUDGET:

\$6,000

MAJOR BUDGET CHANGES:

Reduction in requested transfer amount.

Revenues consist of interest earnings that are transferred from the Cemetery Endowment Care Fund.

CEMETERY EXPANSION FUND #310

	2009 <u>ACTUAL</u>	2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
FEES					
OTHER	6,460	2,000		800	(1,200)
TOTAL REVENUES:	6,460	\$2,000		\$800	(\$1,200)
+BEGINNING CASH:	20,928	27,389	27,389	15,593	(11,796)
TOTAL RESOURCES:	\$27,389	\$29,389	\$27,389	\$16,393	(\$12,996)
<u>EXPENDITURES:</u>					
SALARIES					
BENEFITS					
SUPPLIES				6,000	6,000
MINOR CAPITAL					
OTHER SERVICES					
LAND PURCHASE					
IMPROVEMENTS		10,000	11,796		(10,000)
TOTAL EXPENDS:		\$10,000	\$11,796	\$6,000	(\$4,000)
+ENDING CASH	27,389	19,389	15,594	10,393	(8,996)
TOTAL USES:	\$27,389	\$29,389	\$27,389	\$16,393	(\$12,996)

FUND NUMBER:

315

TITLE

2005 LTGO BOND FUND

PURPOSE:

This fund collects the necessary General Fund amounts to repay the LTGO (Councilmanic) Bonds issued to finance improvements to Wawawai Path and Terre View Road. The City Council authorized the issuance and sale of the 2005 LTGO bonds on June 7, 2005.

REVENUES:

\$42,500

EXPENDITURES:

Principal: \$35,000

Interest: 7,305

Total: \$42,305

2005 LTGO BOND FUND #315

	<u>2009 ACTUAL</u>	<u>2010 BUDGET</u>	<u>YTD 07/31/10</u>	<u>2011 REQUEST</u>	<u>\$ CHANGE</u>
REVENUES:					
GENERAL FUND	39,593	43,278	43,278	42,500	(778)
BOND PROCEEDS					
INVESTMENTS					
TOTAL REVENUES:	39,593	43,278	43,278	\$42,500	(\$778)
+BEGINNING CASH:	380	327	327	77	(250)
TOTAL RESOURCES:	39,973	43,605	43,605	\$42,577	(\$1,028)
EXPENDITURES:					
PRINCIPAL:					
2005 LTGO	30,000	35,000	35,000	35,000	
INTEREST:					
2005 LTGO	9,290	8,278	4,139	7,000	(1,278)
OTHER IMPROVEMENTS					
REGISTRATION	304			305	305
TOTAL EXPENDITURE	39,593	\$43,278	\$39,139	\$42,305	(973)
+ENDING CASH	327	327	4,466	272	(55)
TOTAL USES:	\$39,920	\$43,605	\$43,605	\$42,577	(\$1,028)

2005 LTGO BOND BALANCE OUTSTANDING AS OF DECEMBER 31, 2010:

	<u>Amount</u>	<u>Maturity</u>
2005 LTGO	\$ 175,000	December 1, 2015
TOTAL:	\$ 175,000	

FUND NUMBER:**316****TITLE****2007 BOND FUND****PURPOSE:**

This fund was established to account for the revenue and expenditures related to the Parks and Paths Bond Fund projects.

REVENUES:

Funding for this project is from the 2007 Bond Fund.

EXPENDITURES:

2010 expenditures are estimated at \$345,000:

3355 Paths	\$ 6,000
3356 Ballfield Lighting	0
3358 Arts Pavilion	2,000
Principal	215,000
Interest	70,500

Total	\$293,500
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2007 BOND FUND #316

	<u>2009 ACTUAL</u>	<u>2010 BUDGET</u>	<u>YTD 07/31/10</u>	<u>2011 REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
PROPERTY TAX	275,836	283,300	156,539	285,500	2,200
EQUITY TRANSFER IN					
BOND PROCEEDS	11,692				
INVESTMENTS					
TOTAL REVENUES:	287,528	283,300	156,539	285,500	\$2,200
+BEGINNING CASH:	1,061,920	782,782	782,782	700,832	(81,950)
TOTAL RESOURCES:	1,349,448	1,066,082	939,321	\$986,332	(\$79,750)
<u>EXPENDITURES:</u>					
<u>PRINCIPAL:</u>					
2007 GO	195,000	205,000		215,000	10,000
<u>INTEREST:</u>					
2007 GO	86,100	78,300	39,150	70,100	(8,200)
OTHER IMPROVEMENTS	282,305	345,000	313	8,000	(337,000)
DEBT ISSUE COSTS					
REGISTRATION	304			400	400
TOTAL EXPENDITURE	\$563,709	\$628,300	\$39,463	\$293,500	(334,800)
+ENDING CASH	1,061,920	437,782	899,859	692,832	255,050
TOTAL USES:	\$1,349,448	\$1,066,082	\$939,321	\$986,332	(\$79,750)

2007 GO BOND BALANCE OUTSTANDING AS OF DECEMBER 31, 2010:

	<u>Amount</u>	<u>Maturity</u>
2007 GO Bond	<u>\$ 1,685,000</u>	December 1, 2017
TOTAL:	\$ 1,685,000	

FUND NUMBER:**TITLE**

317

2009 WATER-SEWER REVENUE BOND FUND

PURPOSE:

This fund collects the necessary General Fund amounts from the Water and Sewer system to repay the bond for Airport water construction and Well 8 construction.

REVENUES

Estimated receipts: \$204,908

EXPENDITURES

Estimated expenditures: \$204,908

2009 WATER-SEWER REVENUE BOND FUND #317

	<u>2009 ACTUAL</u>	<u>2010 BUDGET</u>	<u>YTD 07/31/10</u>	<u>2011 REQUEST</u>	<u>\$ CHANGE</u>
REVENUES:					
GENERAL FUND	46,500	46,500	39,000		(46,500)
BOND PROCEEDS	2,685,000				
INVESTMENTS				46,500	46,500
TRANSFERS IN			91,784	158,408	
TOTAL REVENUES:	\$2,731,500	46,500	130,784	\$204,908	\$158,408
+BEGINNING CASH:		1,016,303	1,016,303	2,371	(1,013,932)
TOTAL RESOURCES:	2,731,500	1,062,803	1,147,087	\$365,687	(\$697,116)
EXPENDITURES:					
PRINCIPAL:					
2009 REV BONDS		95,000		100,000	5,000
INTEREST:					
2009 REV BONDS	36,772	108,537	18,386	103,908	(4,629)
OTHER IMPROVEMENTS					
REGISTRATION	56,678			1,000	1,000
TRANSFERS	1,621,747	2,093,856			
TOTAL EXPENDITURE	\$1,715,197	\$2,297,393	\$18,386	\$204,908	(2,092,485)
+ENDING CASH	1,016,303	(1,234,590)	1,128,701	2,371	1,236,961
TOTAL USES:	\$2,731,500	\$1,062,803	\$1,147,087	\$207,279	(\$855,524)

2009 REVENUE BOND BALANCE OUTSTANDING AS OF DECEMBER 31, 2010:

	<u>Amount</u>	<u>Maturity</u>
2009 Revenue Bonds	\$ 2,590,000	September 1, 2029
TOTAL:	\$ 2,590,000	

FUND NUMBER:

322

TITLE

DOWNTOWN PULLMAN RIVERWALK

PURPOSE:

This fund was established to account for the revenue and expenditures related to the Downtown Pullman Riverwalk project.

REVENUES:

Funding for this budget is from interest earned on 1998 Construction Fund monies.

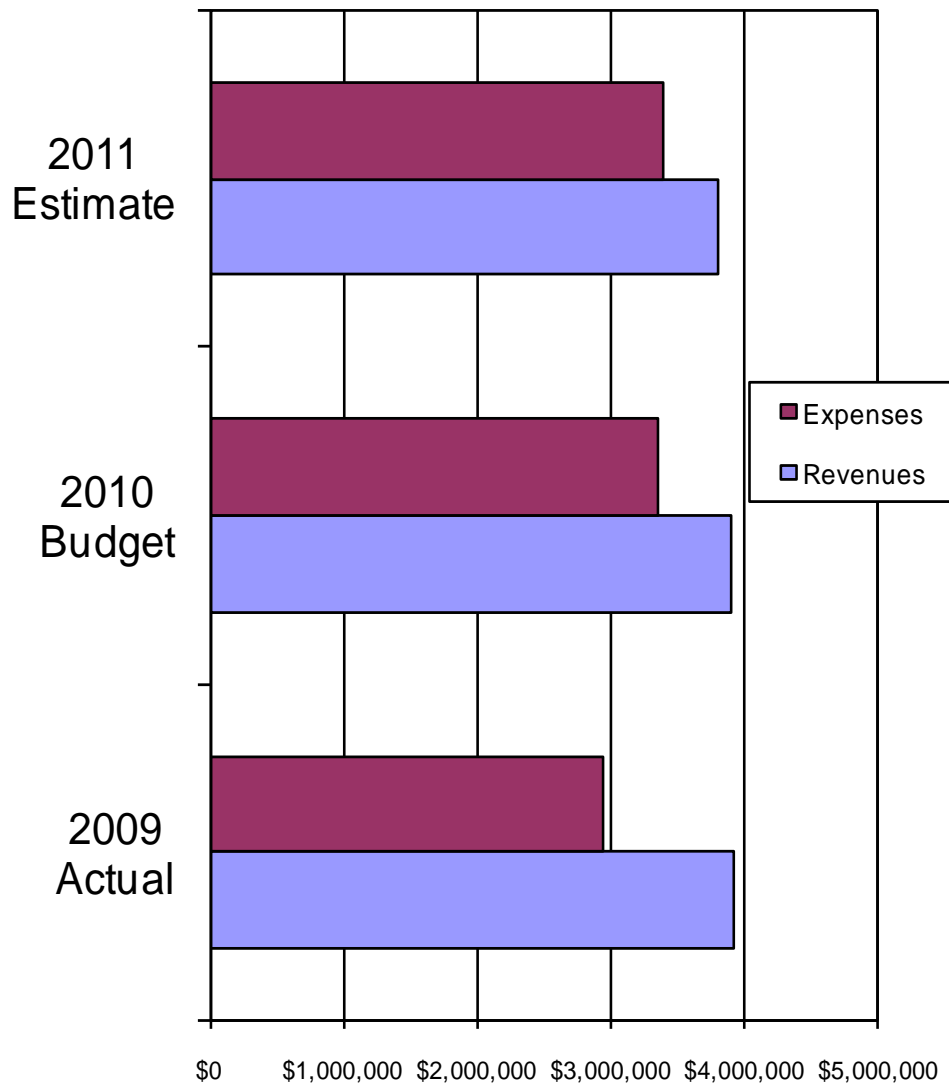
EXPENDITURES:

2011 expenditures are estimated at \$1,000 for completion of the Pine Street Bridge Lighting project.

DOWNTOWN PULLMAN RIVERWALK FUND #322

	<u>2009 ACTUAL</u>	<u>2010 BUDGET</u>	<u>YTD 07/31/10</u>	<u>2011 REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
FEDERAL GRANTS					
STATE GRANTS					
TRANSFER FROM FUND 302	17				
MISCELLANEOUS		20	5	2	(18)
TOTAL REVENUES:	\$17	\$20	\$5	2	(\$18)
+BEGINNING CASH:	15,660	15,438	15,438	2,446	(12,992)
TOTAL RESOURCES:	15,677	\$15,458	\$15,443	2,448	(\$13,010)
<u>EXPENDITURES:</u>					
SALARIES					
OVERTIME					
BENEFITS					
SUPPLIES					
MINOR EQUIPMENT					
PROF. SERVICES	239				
CAPITAL		13,000		1,000	(12,000)
TOTAL EXPENDITURE	\$239	\$13,000		\$1,000	(\$12,000)
+ENDING CASH	15,438	2,458	15,443	1,448	(1,010)
TOTAL USES:	\$15,677	\$15,458	\$15,443	2,448	(\$13,010)

Utility Fund: Water Division



Revenues vs. Expenses

FUND NUMBER:**401****TITLE****UTILITIES/WATER****ACTIVITY DESCRIPTION:**

Maintenance and operation of City water facilities delivering approximately 900 million gallons of water to consumers annually.

GOAL:

Provide a constant supply of the highest quality water available at adequate pressure to approximately 5,000 City water customers. Perform preventive maintenance as scheduled to prevent the development of any major problems in equipment, facilities, and distribution systems, and perform repairs as needed to ensure continuous quality service.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Replace approximately 400 water meters 15 years old or older to ensure accuracy in water consumption measurements; repair existing water meters, services, and hydrants; install 100 service connections for new construction; replace approximately 25 galvanized service lines with plastic or copper lines; survey approximately 25 miles of water mains and service lines for detection and repair of leaks; inspect, test, and repair all pressure-reducing valves, altitude valves and control valves; inspect and test 25% of all large water meters on a rotating basis; monitor and test all cross connection control devices installed in City facilities; perform preventive maintenance on pumps, motors, chlorine, fluoride, and telemetry equipment; daily monitoring for all wells, booster stations and reservoirs; daily monitoring for fluoride and chlorine residual levels; weekly sampling for coliform testing; annual testing for organics, nitrates, and trihalomethane; other testing as required for volatile organic contaminants, herbicides, pesticides, insecticides, bacteria, EDB, dioxin, endothall, diquat, glyphosphate, and radionuclides (approximately 3,000 tests conducted yearly).

BUDGET:

\$3,382,913

MAJOR BUDGET CHANGES:

Included in the 2011 budget is inspection and cleaning of Pioneer Reservoir No. 4 and North Campus Tank 8 (\$30,000), and removing pumping equipment from Well 3 (\$15,000). Building rental is increased reflecting one-time improvements to acquired rental property. Equipment rental is decreased reflecting lower fuel prices and less maintenance and upfitting of new equipment.

Minor Capital includes miscellaneous hand tools and test equipment (\$6,000), a computer rack server for the M&O file repository (\$8,000), an HVAC system for spaces in the M&O building now used as the instrument and control shop/office (\$9,000), a low ohmmeter (\$3,600), miscellaneous office furniture for reorganizing the M&O Accounts Payable Clerk's office (\$3,000), replacement narrow-band radios (\$2,000), and replacement energy efficient windows for the Instrument and Control Shop (\$2,000).

Major Capital includes radio read meters for new accounts (\$25,000), upgrades to the domestic water system at the Airport (\$50,000 carryover), replacement of a water line on Holbrook (\$52,000 carryover), 50% of the replacement of an air compressor (\$10,000), 50% of the replacement of a 1-ton pickup (\$25,000), painting the Staley Reservoir 9 (\$215,000), and other miscellaneous water line replacements (\$100,000).

MEASUREMENT TECHNIQUE:

Days of water supply shut down, amount of leak repairs, and meters replaced.

**UTILITY FUND
#401**

WATER-SEWER REVENUES AND EXPENDITURES

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>

REVENUES:

WATER DIVISION:

WATER SALES	3,228,885	3,371,000	1,672,442	3,301,500	(69,500)
MISCELLANEOUS	697,572	518,465	429,512	493,380	(25,085)

TOTAL REVENUES:	\$3,926,457	\$3,889,465	\$2,101,954	\$3,794,880	(\$94,585)
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EXPENDITURES:

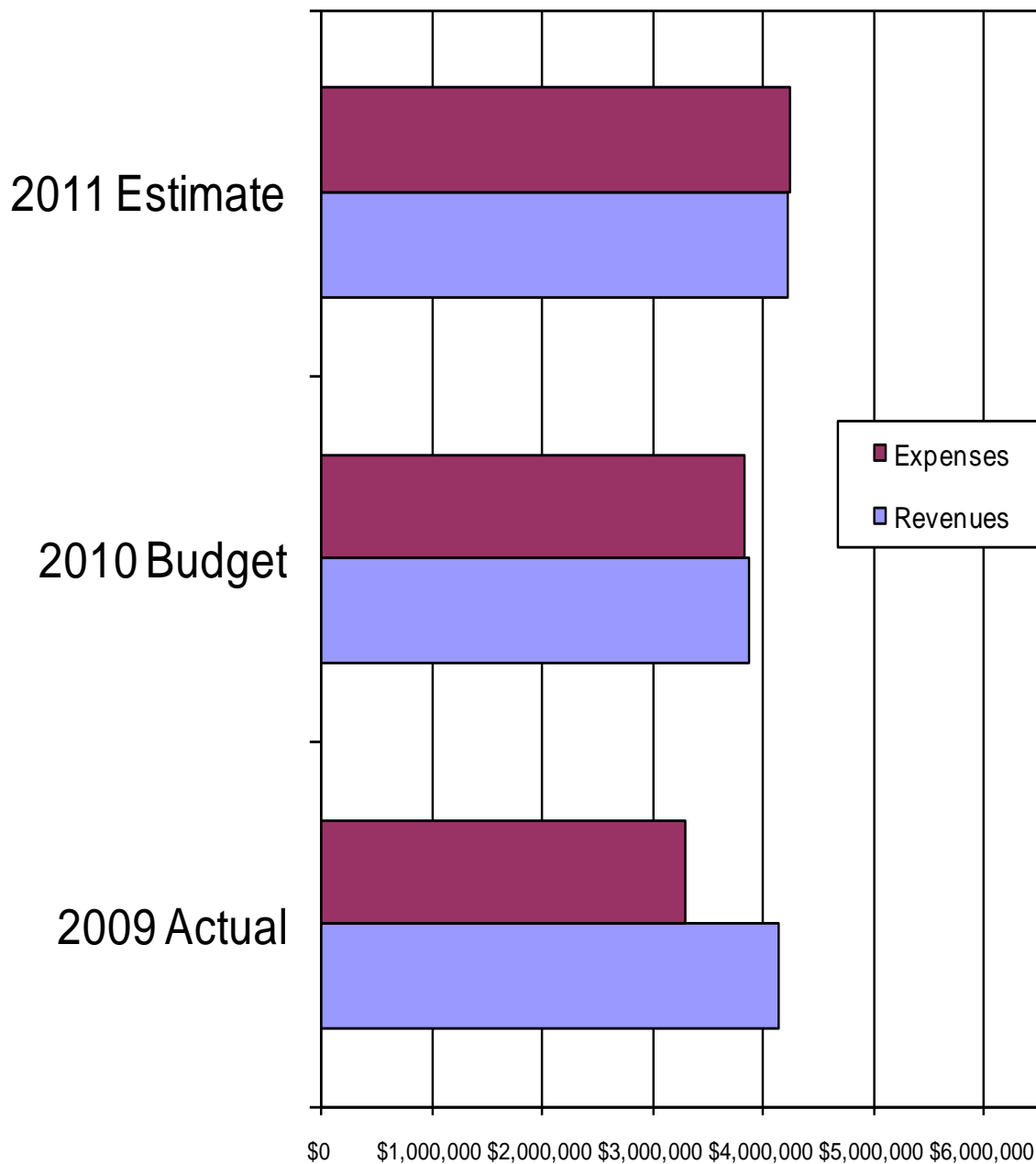
SALARIES	547,074	605,150	292,594	563,093	(42,057)
OVERTIME	7,604	20,257	3,207	19,588	(669)
BENEFITS	261,467	291,221	139,024	311,586	20,365
SUPPLIES	385,928	400,768	179,909	360,240	(40,528)
MINOR EQUIPMENT	34,254	33,150	12,344	33,600	450
ERD/BUILDING RENTAL	160,925	159,177	21,881	119,775	(39,402)
OTHER SERVICES	612,337	1,017,228	465,762	1,092,275	75,047
INFO SYS/INTERGOVT	556,899			128,034	128,034
DEBT REDEMPTION	147,890	278,071	74,174	277,722	(349)
**CAPITAL	217,475	377,000	27,129	477,000	100,000

TOTAL EXPENDITURES:	\$2,931,852	\$3,342,201	\$1,338,121	\$3,382,913	\$40,712
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SURPLUS/(DEFICIT)	\$994,605	\$547,264	\$763,833	\$411,967	(\$135,297)
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STAFFING: WATER	
Position	Full-Time Equivalent
Operations Supervisor	0.66
Maintenance Superintendent	0.40
Maintenance Supervisor	0.61
Maintenance Workers	6.24
Control Specialist	0.45
Engineering Technician	1.20
Seasonal/Casual	0.99
Clerical	0.85
Administration	0.40
Mapping Aide	0.50
Total	12.30

Utility Fund: Sewer/Sewage Treatment



Revenues vs. Expenses

ACTIVITY:**TITLE****401****UTILITIES/SEWER MAINTENANCE
AND SEWER TREATMENT****ACTIVITY DESCRIPTION:**

Maintenance of sewer collection facilities and maintenance and operation of the Wastewater Treatment Plant.

GOAL:

Provide a safe and effective wastewater collection system that will accept water and water-carried waste from their point of origin and carry them at an acceptable rate to the Wastewater Treatment Plant so as to provide uninterrupted service to City utility customers.

Provide wastewater treatment that meets or exceeds all Department of Ecology and Environmental Protection Agency regulations.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Perform planned and preventive maintenance on 90.6 miles of sewer lines and interceptor lines, which includes: jet-vac or power-rod 300,000 lineal feet of sewer mains; televising 10,000 lineal feet of sewer lines to support the sewer replacement program, for identifying problem lines with additional maintenance needs, and for verifying the location of customer lateral taps to the main.

Perform planned and preventive maintenance on two major and three minor sewer lift stations, which includes daily monitoring, monthly cleaning, and biannual motor and pump inspections, testing and repairs.

Annual treatment of approximately one billion gallons of wastewater meeting State Department of Ecology requirements. The budgeted service level will provide for the following: perform 65+ work orders monthly for routine and preventive maintenance functions on plant equipment; effectively manage the annual disposal and farmland application of approximately 500 dry tons of biosolids; conduct 4,000 laboratory tests annually for operational needs and monitoring requirements.

BUDGET:

\$4,236,693 (Sewer Maintenance is \$1,010,503 and Sewage Treatment is \$3,226,190)

MAJOR BUDGET CHANGES:

The Supplies line item is increased due to the inclusion in the 2011 budget of magnesium hydroxide to enhance performance of the aeration basins (\$9,000), chemicals to enhance performance of the primary digesters (\$9,540), and the initial purchase of critical spare parts to have on hand when failures occur (\$70,000), Other Services is increased due to the inclusion in the 2011 budget of legal fees for assistance in negotiating the settlement of a claim filed by The Lands Council related to NPDES permit parameters (\$40,000), an engineering services agreement to evaluate treatment plant influent loading discrepancies and six identified potential treatment enhancement options (\$100,000), the updating of the plant O&M manual (\$20,000), and contracted electrical services to address several safety issues (\$50,000).

Minor Capital includes replacement narrow band radios (\$2,000), a replacement BOD incubator (\$4,512), a desktop computer for instrument calibration software (\$1,300), an inspection window for the new digester (\$9,000), various equipment for the operator's laboratory (\$6,000), a large capacity wire and cable label printer (\$4,600), 2 portable samplers (\$9,000), various office furniture for the WWTP supervisor's new office space (\$3,000), a filter screen for the plant water system (\$9,000), a flowmeter for the primary scum system (\$5,000), 2 sump pump replacements (\$1,400), a thermal imager for locating trouble spots in electrical panels and equipment (\$5,100), a flowmeter for the thickened sludge system (\$5,000), a flowmeter for the thickened waste activated sludge system (\$6,000), and miscellaneous tool replacements (\$2,200). 0).

Major Capital includes Steptoe Street Sewer Line replacement (\$35,000 carryover) Riverview Street Interceptor manhole repairs (\$85,000 carryover), inflow and infiltration reduction projects (\$26,000), Grand Avenue Pipe replacement (\$54,000), Dry Fork Creek Sewer replacement design (\$40,000), 50% of the replacement of an air compressor (\$10,000), 50% of the replacement of a 1-ton pickup (\$25,000), construction of a maintenance access for the Itani Park Sewer (\$60,000), STP blower room hoist (\$15,000 carryover), STP lighting upgrades (\$18,000), STP

disinfection system and effluent flowmeter upgrades (\$330,000 carryover), and miscellaneous sewer main replacements (\$75,000).

MEASUREMENT TECHNIQUE:

Number of sewer line stoppages and effluent parameters meeting Department of Ecology requirements.

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**UTILITY FUND
#401**

WATER-SEWER REVENUES AND EXPENDITURES

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>

SEWER/SEWAGE TREATMENT DIVISION:

REVENUES:

SEWER SALES	2,377,151	2,501,000	1,475,791	2,801,000	300,000
WSU REIMBURSMT	710,958	700,000	379,194	720,000	20,000
MISCELLANEOUS	1,043,247	676,035	789,439	705,317	29,282

TOTAL REVENUES:

\$4,131,356	\$3,877,035	\$2,644,423	\$4,226,317	\$349,282
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EXPENDITURES:

SALARIES	665,462	758,456	389,170	719,430	(39,026)
OVERTIME	6,155	14,194	3,683	13,797	(397)
BENEFITS	303,837	347,439	182,703	363,574	16,135
SUPPLIES	214,637	173,736	67,983	271,712	97,976
MINOR EQUIPMENT	51,791	42,850	20,633	73,112	30,262
ERD/ BUILDING RENTAL	66,750	98,729	49,394	130,667	31,938
OTHER SERVICES	868,009	1,060,478	529,463	1,230,948	170,470
INFO SYS/INTERGOVT	189,720	162,491	70,496	132,618	(29,873)
DEBT REDEMPTION	515,002	555,273	560,142	527,835	(27,438)
**CAPITAL	411,518	628,000	28,118	773,000	145,000

TOTAL EXPENDITURES:

\$3,292,879	\$3,841,646	\$1,901,785	\$4,236,693	\$395,047
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SURPLUS/(DEFICIT)

\$838,477	\$35,389	\$742,638	(\$10,376)	(\$45,765)
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STAFFING: SEWER/SEWAGE TREATMENT

Position	Full-Time Equivalent
Maintenance Superintendent	0.15
Maintenance Supervisor	0.13
Operations Supervisor	0.19
WWTP Supervisor	1.00
WWTP Operator	5.00
Laboratory Manager	1.00
WWTP Mechanic	1.00
Control Specialist	0.45
Maintenance Workers	1.92
Engineering Technician	1.20
Seasonal/Casual	1.64
Clerical	0.96
Administration	0.40
Mapping Aide	0.50
Total	15.54

TOTAL UTILITY FUND:

REVENUES:	8,057,812	7,766,500	4,746,378	8,021,197	254,697
EXPENDITURES:	6,852,124	7,183,847	3,239,906	7,619,606	435,759
SURPLUS/(DEFICIT):	1,205,689	582,653	1,506,472	401,591	(181,062)
ENDING CASH:	3,723,675	4,306,328	5,230,146	5,638,944	1,332,616

ACTIVITY:**TITLE****403****UTILITY CAPITAL PROJECTS
FUND****PURPOSE:**

This fund was established to account for major water, sewer and sewage treatment capital projects. Many of the projects are multi-year projects that will not be completed within 2011. This utility capital projects fund more accurately accounts for total project costs for multi-year projects. The 2011 request includes only the estimated project dollars that we intend to expend in 2011.

REVENUES:

Funding for projects will be from Utility Fund reserves, a revenue bond, Public Works Trust Fund loans, and from WSU for their share of treatment plant projects.

EXPENDITURES: \$4,485,329

Utility Capital Projects include:

Water

SW High Standpipe Reservoir	\$ 57,000
Booster Station 10	9,000
Well 8	52,400
Telemetry Upgrade	20,000
Well 5 Chlorine Upgrades	181,720
Airport Water System	63,000
Reaney Park Waterline	6,000
M&O Radio Communications Upgrades	190,000
Guy Street Waterline	6,500
Bleasner Drive Waterline	\$ 131,000
Total	\$ 716,620

Sewer

Clifford Sewer (carryover)	\$ 650,000
Wawawai Lift Station Replacement	236,000
Total	\$ 886,000

WWTP

Aeration Basin Upgrades	\$2,197,709
STP Electrical & Control Upgrade	100,000
Secondary Clarifier Upgrades	240,000
RAS Pumping Upgrades	120,000
Influent Pump Replacement	<u>225,000</u>
Total	\$2,882,709
 Grand Total	 \$4,485,329

UTILITY CAPITAL PROJECTS FUND 403

	<u>2008 BUDGET</u>	<u>2009 REQUEST</u>	<u>2010 REQUEST</u>	<u>2011 REQUEST</u>
<u>REVENUES:</u>				
WSU CONTRIBUTIONS				
OTHER				
TOTAL REVENUES:				
+UTILITY FUND CASH + LOANS:	7,097,306	6,347,700	3,048,175	4,485,329
TOTAL RESOURCES:	\$7,097,306	\$6,347,700	\$3,048,175	\$4,485,329
<u>CAPITAL EXPENDITURES:</u>				
<u>SEWAGE TREATMENT PLANT:</u>				
BLOWER UPGRADE				
STP ELECTRICAL & CONTROL UPGRADE				
STP SECONDARY CLARIFIER UPGRADES				
RAS PUMPING UPGRADE				
<u>SEWER:</u>				
CLIFFORD STREET SEWER	420,850	420,850	650,000	650,000
BISHOP PRO MALL/SEWER				
RV PARK/RIVERVIEW SEWER	30,000	3,500		
FISK STREET SEWER				
WINDUS STREET SEWER				
LAKE STREET SEWER REPLACEMENT				
INFLUENT GRIT/GREASE REMOVAL				
MCKENZIE STREET SEWER	100,000	6,000		
PIONEER SEWER	140,000	7,500		
<u>WATER SYSTEMS:</u>				
SW HIGH STANDPIPE	1,731,800	1,422,150	127,500	57,000
NORTH INTERM. TANK LINER				
WAWAWAI ROAD WATER LINE				
SO. INTERMEDIATE RESERVOIR				
TELEMETRY	200,000	90,000	36,000	20,000
BOOSTER STATION #10	76,500	204,375	261,375	9,000
JOHNSON ROAD WATERLINE				
WELL #8	251,200	1,126,200	679,500	52,400
BOOSTER 4 MODIFICATIONS				
WATER SYSTEM SECURITY IMPROVEMENTS	4,000			
IRRIGATION SYSTEM UPGRADES	352,970	764,725		
WELL #5 CHLORINE UPGRADE	175,700	23,100	23,100	181,720
AIRPORT WATER SYSTEM	108,600	1,617,750	686,500	63,000
CITY HALL 2ND FLOOR REMODEL	30,000	50,000	30,000	
M&O RADIO COMMUNICATIONS			185,000	190,000
REANEY PARK WATERLINE		45,000	45,700	6,000
HIGH STREET WATERLINE		94,000	2,500	
BLEASNER DRIVE WATERLINE				131,000
GUY STREET WATERLINE			138,000	6,500
<u>WASTEWATER TREATMENT PLANT:</u>				
NEW DIGESTER	2,930,686	417,550	20,000	
AERATION BASIN CONSTR./UPGRADES	30,000	20,000	10,000	2,197,709
STP ELECTRICAL & CONTROL UPGRADE	500,000	20,000	100,000	100,000
STP SECONDARY CLARIFIER UPGRADES	10,000	10,000		240,000
RAS PUMPING UPGRADE	5,000	5,000		120,000
WAWAWAI LIFT STATION REPLACEMENT				236,000
INFLUENT PUMP REPLACEMENT				225,000
COLFAX LIFT STATION			53,000	
TOTAL EXPENDITURES:	\$7,097,306	\$6,347,700	\$3,048,175	\$4,485,329
+ENDING CASH				
TOTAL USES:	\$7,097,306	\$6,347,700	\$3,048,175	\$4,485,329

FUND NUMBER:

404

TITLE**STORMWATER****ACTIVITY DESCRIPTION:**

Implementation of the Stormwater Management Program in conformance with the City's NPDES Phase II Municipal Stormwater Permit.

GOAL:

Schedule activities within the budgeted stormwater program that will improve water quality in receiving streams by reducing pollution, maintain and improve infrastructure, reduce volume-induced negative water quality impacts to natural drainage systems, increase public awareness of stormwater issues and meet regulatory permit requirements. Administer stormwater regulations, policies, and practices in a positive, helpful manner.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Achieve compliance with the NPDES Municipal Stormwater Permit and two Industrial Stormwater Permits. Implement the stormwater maintenance program including: 1) Sweeping of 5,300 lane miles per year including weekly sweeping of the Central Business District, sweeping other arterial streets four times per year, and sweeping residential street three times per year; 2) Leaf cleanup program in November; 3) Televisive approximately 500 feet of storm drain lines. 4) Clean 2,500 lineal feet of storm drain lines; 5) Inspect and clean 2200 catch basins, 1250 manholes, 200 catch basin/manholes, 30 flow control facilities (detention ponds), 10 treatment facilities (biofiltration swales, oil/water separators, etc.) on a rotating basis. Inspect and ensure proper functioning of 100 private flow control and treatment facilities on a rotating basis.

BUDGET:

\$1,092,146

MAJOR BUDGET CHANGES:

The 2011 budget includes an appropriate charge for Public Works administrative personnel and Finance Department services. Other Services includes environmental education in the public schools (\$8,000), steam cleanup and Adopt-A-Stream program (\$16,000), completion of an Undeveloped Property Study (\$10,000), a Smoke Testing Study of a

portion of the Dry Fork Creek basin to identify cross connections (\$50,000), and an analysis to identify fecal coliform sources in the Stadium Way basin (\$13,000).

Minor Capital includes a flat panel computer monitor (\$300), a spill response kit (\$1,500), a replacement office chair (\$300), and miscellaneous tools and equipment (\$500).

Capital includes the Olsen Street Storm Drain project (\$35,000 carryover), and a vactor truck for cleaning the stormwater system (\$300,000).

MEASUREMENT TECHNIQUE:

NPDES Phase II Municipal Stormwater Permit and Industrial Stormwater Permit compliance; number of lane miles swept; successful leaf pickup program; feet of storm drain pipe televised and cleaned; number of catch basins and manholes inspected and cleaned; number of flow control and treatment facilities inspected and maintained; proper functioning of private flow control and treatment facilities, and public feedback.

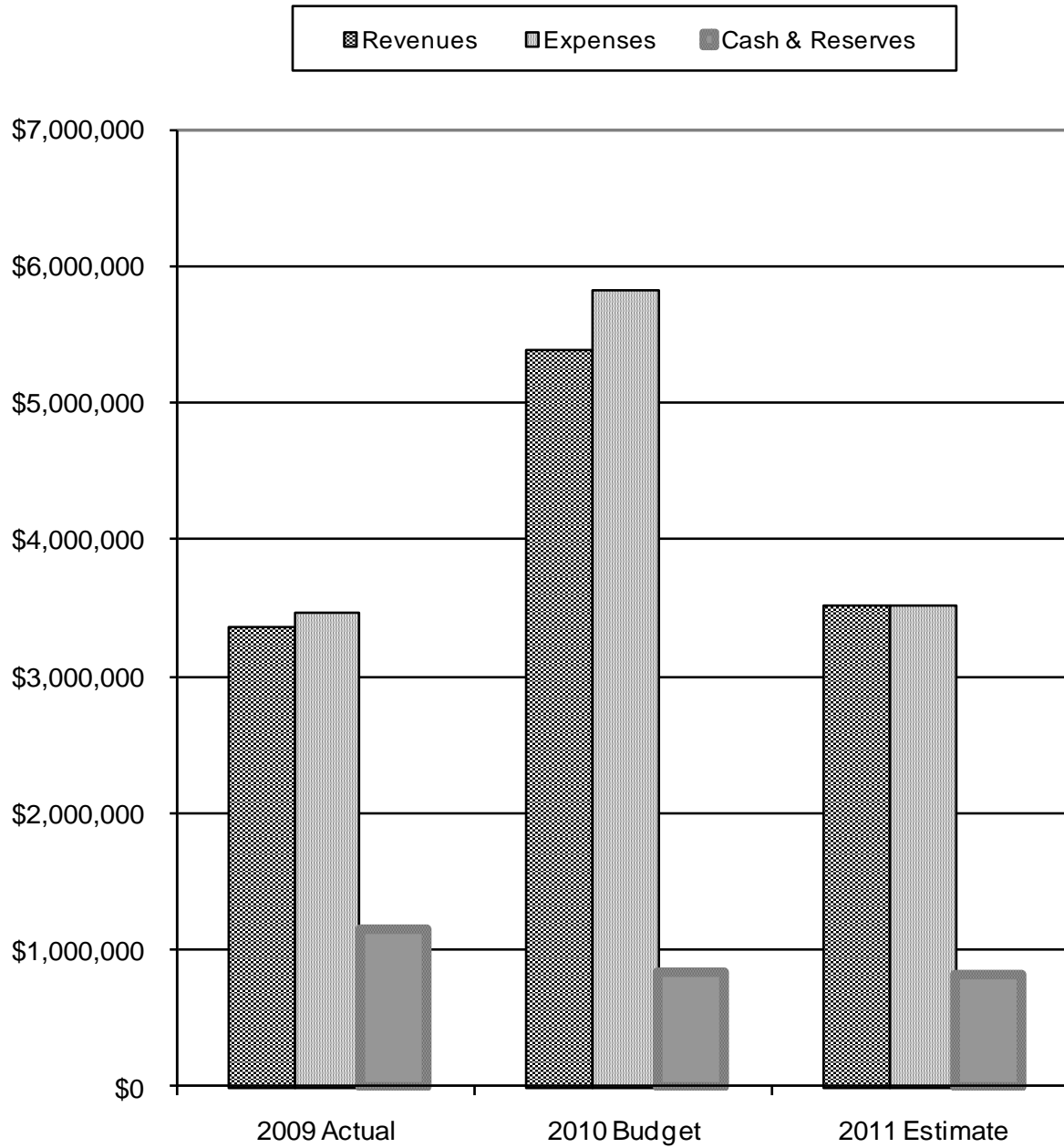
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STORMWATER FUND #404

	2009 ACTUAL	2010 BUDGET	YTD 07/31/10	2011 REQUEST	\$ CHANGE
REVENUES:					
CHARGES GOODS&SERVICE	381,201	560,000	395,696	900,000	340,000
GRANTS				176,309	176,309
INVESTMENT INTEREST					
OPERATING TRANSFERS	141,000	188,000		188,000	
MISCELLANEOUS					
TOTAL REVENUES:	522,201	\$748,000	\$395,696	\$1,264,309	\$516,309
+BEGINNING CASH:		283,317	283,317	603,155	319,838
TOTAL RESOURCES:	522,201	\$1,031,317	\$679,013	\$1,867,464	\$836,147
EXPENDITURES:					
SALARIES	56,573	176,568	99,493	199,431	22,863
OVERTIME	107	3,278	254	3,787	509
BENEFITS	27,367	90,237	44,726	102,029	11,792
SUPPLIES	272	6,000	1,018	15,000	9,000
MINOR EQUIPMENT	1,640	3,250	2,137	2,600	(650)
ERD RENTAL	31,312	46,750	20,875	89,724	42,974
BLDG RENTAL	50,964	37,736	19,752	8,966	(28,770)
INFO SYSTEMS	3,113	2,521		2,660	139
OTHER SERVICES	7,805	91,000	20,347	294,600	203,600
INTGOVT/OTHER	59,731	108,000	37,113	38,349	(69,651)
CAPITAL		15,000		335,000	320,000
TOTAL EXPENDITURE	\$238,884	\$580,340	\$245,713	\$1,092,146	\$511,806
+ENDING CASH	283,317	450,977	433,300	775,318	324,341
TOTAL USES:	\$522,201	\$1,031,317	\$679,013	\$1,867,464	\$836,147

STAFFING: STORMWATER	
Position	Full-Time Equivalent
Public Works Director	0.10
Deputy Public Works Director	0.10
Stormwater Service manager	1.00
Field Technician	1.00
Maintenance Supervisor	0.11
Maintenance Workers	1.08
Clerical	0.26
Total	3.65

TRANSIT FUND



FUND NUMBER:**405****TITLE****TRANSIT****ACTIVITY DESCRIPTION:**

Operation of the City's transit system, service includes the fixed route and Dial-A-Ride services.

GOAL:

Provide safe, reliable, and convenient public transportation to the citizens of Pullman for a reasonable cost.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Transport over 1,300,000 fixed route passengers and provide 17,000 Dial-A-Ride trips.

Keep the fixed route farebox return ratio over 50 percent.

Keep fixed route ridership per hour near or above 55 riders.

Keep overall operating cost per passenger on the fixed route below \$2.00.

Keep Dial-A-Ride on-time pickup percentage above 95 percent.

BUDGET:

\$3,520,361

MAJOR BUDGET CHANGES:

The major budget changes for 2011 are the inclusion of maintenance agreements for the GPS/AVL system installed on the buses (\$50,250), 50% of the design of a stormwater treatment system for the M&O yard (\$10,000). Equipment Rental is decreased reflecting lower fuel prices. Five new buses were purchased in 2010 and no new buses are budgeted for 2011.

MEASUREMENT TECHNIQUE:

The operational performance of Pullman Transit is measured against all other Washington transit systems using criteria established by the State and described in our 2010-2015 Transit Development Plan.

TRANSIT FUND #405

	AMENDED				
	2009	2010	YTD	2011	
	ACTUAL	BUDGET	07/31/10	REQUEST	\$ CHANGE
REVENUES:					
FARES	1,491,648	1,680,494	829,816	1,739,809	59,315
OTHER LOCAL	8,897	7,500	5,339	10,000	2,500
STATE MVET	200,748				
EQUALIZATION					
UTILITY TAX	1,146,509	1,073,000	615,358	1,088,000	15,000
TOT OPER REVENUE	\$2,847,801	\$3,310,994	\$1,725,512	\$2,837,809	(\$473,185)
VEHICLE GRANT	43,103	1,738,829	140,133	89,574	(1,649,255)
OPERATING GRANT	475,000	550,000	275,000	587,500	37,500
TOTAL REVENUES:	\$3,365,904	\$5,388,823	\$1,865,645	\$3,514,883	(\$1,873,940)
EXPENDITURES:					
SALARIES	1,241,787	1,348,467	713,596	1,345,689	(2,778)
OVERTIME	36,813	34,910	15,815	34,421	(489)
BENEFITS	590,663	720,185	357,801	788,542	68,357
SUPPLIES	26,850	32,000	13,917	35,500	3,500
MINOR EQUIPMENT	25,557	8,800	3,358	3,800	(5,000)
EQUIPMENT MAINTENANCE	935,753	952,051	425,677	873,943	(78,108)
DEPRECIATION	256,016				
OTHER SERVICES	181,953	296,023	133,567	299,043	3,020
TOTAL OPER. EXPENSE	\$3,295,392	\$3,392,436	\$1,663,729	\$3,380,938	(\$11,498)
CAPITAL	163,995	2,427,207	128,655	88,478	(2,338,729)
TO STREET FUND					
INTERFUND PAYMENTS	6,387	8,000	7,280	50,945	42,945
TOTAL EXPENDITURE	\$3,465,773	\$5,827,643	\$1,799,664	\$3,520,361	(\$2,307,282)
SURPLUS/(DEFICIT)	(\$99,869)	(\$438,820)	\$65,981	(\$5,478)	\$433,342
+BEGINNING CASH:	1,244,046	663,331	1,144,177	833,800	170,469
+ENDING CASH	1,144,177	224,511	1,210,158	828,322	603,811

STAFFING	
Position	Full-Time Equivalent
Administration	0.20
Transit Manager	1.00
Operations Supervisor	1.00
Customer Service Supervisor	1.00
Training Officer	1.00
Dispatcher	2.91
Customer Service Representative	1.50
Driver, Full Time	15.00
Driver, 3/4 Time	1.69
Driver, 1/2 Time	1.13
Driver, Extra Board Time	2.25
Bus Washer	2.56
Total	31.24

FUND NUMBER:

501

TITLE**EQUIPMENT RENTAL****ACTIVITY DESCRIPTION:**

Preventive maintenance and repair of all equipment in the City fleet.

GOAL:

Perform preventive maintenance and routine repairs on all City vehicles to minimize equipment maintenance and operation costs and to maximize equipment availability and useful life, so that City staff can provide the highest possible level of service to the public.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Perform preventive maintenance and minor repairs on fleet equipment: 4 fire trucks, 8 ambulance/rescue vehicles, 1 hazmat semi truck and trailer, 14 police vehicles, 18 transit buses, 3 mini-buses, 43 light vehicles (passenger cars, vans, and trucks half-ton or smaller), 20 large trucks (one-ton or larger, including dump trucks, vac trucks and sweepers), 16 pieces of various heavy equipment, and 47 attachments and accessory equipment; and prepare new equipment for service. Over 2300 service calls for routine maintenance, repairs, and overhauls are completed.

BUDGET:

\$2,616,832

MAJOR BUDGET CHANGES:

Amortization charged to most General Fund departments was reduced to half of what it should be or deleted entirely as a budget balancing measure. Major budget changes are a decrease of \$33,930 in fuel costs and a decrease of \$40,000 in maintenance supplies. The 2011 budget includes 50% of the design of a stormwater treatment system for the M&O yard (\$10,000) and various minor equipment for the expanded ERD Shop.

Minor Capital includes an 18,000 lb. jack stand (\$3,060), a 40,000 lb. jack stand (\$2,050), a heavy duty high-rise transmission jack (\$7,405), a natural gas-fired pressure washer (\$6,267), miscellaneous office furniture and file cabinets (\$7,000), bolt bins (\$9,915), a pallet jack for the mezzanine storage area (\$880), replacement of a mitre

band saw (2,600), replacement of a narrow band programmable radio (\$1,500), a pump and reel system for synthetic transmission oil (\$4,500), computers and computer stands for the shop floor and the parts desk (\$9,000), employee tool replacement per the labor agreement (\$1,500), and other miscellaneous tool and equipment replacements (\$4,500).

Capital Expenditures includes approved CIP vehicle replacements (\$832,000). Several scheduled replacements of General Fund vehicles were deleted from the budget and deferred.

FY2011 CIP VEHICLE REPLACEMENTS:

83-185 1983 Ingersol-Rand Air Compressor- Utility (transfer from Utility funds)	20,000
99-067 2000 Chevrolet 1-ton Pickup w/hoist	45,000
07-019 2007 Ford Crown Victoria - Police	47,000
89-451 1989 Ford E-350 Ambulance	180,000
99-011 1999 Ford E-450 Ambulance	190,000
00-069 2000 Chevrolet 1-ton pickup - Utility (transfer from Utility Funds)	50,000
Stormwater Vactor Truck - Stormwater (transfer from Stormwater Fund)	<u>\$ 300,000</u>

TOTAL

\$ 832,000

MEASUREMENT TECHNIQUE:

Satisfaction of vehicle performance from user departments.

FUND NUMBER:

501-4801

TITLE

ERD EXPANSION

PURPOSE:

This fund was established to account for the revenue and expenditures related to the expansion of the Equipment Rental Division facility.

REVENUES:

Funding for this project is an 80% FTA 5309 grant with the 20% match from the ERD reserves with reimbursement from user departments prorated according to use of the facility as recorded on vehicle work orders.

EXPENDITURES:

2011 expenditures are estimated at \$820,000.

EQUIPMENT RENTAL FUND #501

	2009 ACTUAL	2010 BUDGET	YTD 07/31/10	2011 REQUEST	\$ CHANGE
REVENUES:					
EQUIPMENT RENT & REPAIR	2,082,726	1,956,841	970,270	1,874,049	(82,792)
MISCELLANEOUS	37,127	598,200	76,328	674,000	75,800
TRANSFERS IN/OUT	90,428	61,923	61,923	61,923	
TOTAL REVENUES:	\$2,210,281	\$2,616,964	\$1,108,522	\$2,609,972	(\$6,992)
+BEGINNING CASH	\$941,356	1,275,895	1,275,895	1,200,644	(75,251)
TOTAL RESOURCES:	\$3,151,638	\$3,892,859	\$2,384,417	\$3,810,616	(\$82,243)
EXPENSES:					
SALARIES	331,918	312,599	172,877	302,661	(9,938)
OVERTIME	3,991	13,110	732	7,098	(6,012)
BENEFITS	153,257	161,572	76,592	148,889	(12,683)
SUPPLIES	772,173	900,410	305,132	827,480	(72,930)
MINOR EQUIPMENT	6,362	9,400	3,744	60,177	50,777
OTHER SERVICES	280,077	463,630	156,233	377,605	(86,025)
INFO SYS/INTERGOVT	17,716	18,748	6,875	18,549	(199)
DEPRECIATION	335,164				
DEBT SERVICE	61,473	61,923		61,923	
CAPITAL	242,535	1,334,000	367,955	1,632,000	298,000
TOTAL EXPENSES	\$2,204,666	\$3,275,393	\$1,121,101	\$3,436,382	\$160,989
+ENDING CASH	660,094	200,330	200,330	374,234	173,904
+CAP/DEPR RESERVES	615,802	417,136	1,062,986		(417,136)
TOTAL USES:	\$3,145,397	\$3,145,397	\$2,384,417	\$3,810,616	(\$82,243)

STAFFING	
Position	Full-Time Equivalent
Maintenance Superintendent	0.20
Auto Repair Supervisor	1.00
Heavy Equipment Mechanic	4.00
Clerical	0.60
Seasonal/Casual	0.65
Total	6.45

FUND NUMBER:

504

TITLE

GOVERNMENT BUILDINGS

ACTIVITY DESCRIPTION:

Provide building care, maintenance, service, and supplies to City buildings and facilities.

GOAL:

Maintain buildings that create a good first impression and that reflect pride in the buildings and the City. Maintain an appropriate level of service for each government facility.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Appearance of the buildings and facilities, timely response for assistance and emergencies, and for employee and public comfort.

Resolution of building operation emergencies within 24 hours 90% of the time. On-going preventive maintenance programs to ensure a better appearance and accessibility of buildings for everyone while maintaining a quality environment.

BUDGET:

\$1,038,991

MAJOR BUDGET CHANGES:

Vehicle amortization is being reinstituted for Government Buildings vehicles for 2011, but only at half the amount it should be.

The only special maintenance projects included in the 2011 budget are power vac cleaning the HVAC ducts for the Library (\$9,000) and replacing the HVAC controls for the Aquatic Center pool area (\$5,000). Several other projects were identified but not included due to budget constraints. Major Capital includes City-wide lighting upgrades to replace lighting systems being discontinued (\$27,000), and Pioneer Center/Fire Station 2 window upgrades (\$154,000).

Replacing ceiling tiles in the Pioneer Center gym (\$14,000) and design of improvements to the City Hall HVAC duct system (\$10,000) were deleted as a budget balancing measure.

Minor Equipment includes a replacement snow blower (\$1,000) and 3 replacement vacuums (\$1,476). Other proposed Minor Equipment was also deleted from the budgt.

MEASUREMENT TECHNIQUE:

Resource management, building appearance, comfort, and feedback from facility managers.

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GOVERNMENT BUILDINGS FUND #504

	<u>2009</u> <u>ACTUAL</u>	<u>2010</u> <u>BUDGET</u>	<u>YTD</u> <u>07/31/10</u>	<u>2011</u> <u>REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
BUILDING RENTS	828,396	870,118	432,685	949,211	79,843
GENERAL FUND					
MISCELLANEOUS	6,398	5,000	2,475	143,920	138,170
TOTAL REVENUES:	\$834,794	\$875,118	\$435,159	\$1,093,131	\$218,013
+BEGINNING CASH:	413,063	364,036	364,036	411,053	47,017
TOTAL RESOURCES:	\$1,247,857	\$1,239,154	\$799,195	\$1,504,184	\$265,030
<u>EXPENDITURES:</u>					
SALARIES	212,918	213,857	130,078	220,932	7,075
OVERTIME	15,242	13,576	7,045	13,098	(478)
BENEFITS	124,060	133,107	73,280	145,453	12,346
SUPPLIES	76,414	75,200	38,686	75,200	
MINOR EQUIPMENT	779	1,976	1,933	2,476	500
ERD RENTAL	31,791	9,255	4,153	21,372	12,117
OTHER SERVICES	410,230	384,700	186,141	376,800	(7,900)
INFO SERVICES/GOVT E	1,607			2,660	1,213
CAPITAL	10,780	154,000	33,908	181,000	27,000
TOTAL EXPENDITURES:	\$883,822	\$987,118	\$475,944	\$1,038,991	\$51,873
+ENDING CASH	364,036	252,036	323,251	465,193	213,157
TOTAL USES:	\$1,247,857	\$1,239,154	\$799,195	\$1,504,184	\$265,030

STAFFING	
Position	Full-Time Equivalent
Maintenance Supervisor	1.00
Maintenance Worker	1.00
Custodian	3.00
Seasonal Casual	0.55
Administration	0.20
Clerical	0.15
Total	5.90

FUND NUMBER**TITLE**

507

INFORMATION SYSTEMS**Activity Description:**

Provide a stable and productive computing environment throughout the citywide network, including Whitcom, by maintaining and securing the network infrastructure, supplying functional workstations and software, and providing user and software vendor support as requested.

Goal:

To provide a stable and secure citywide network that facilitates enhanced communication and workflow to enhance the efficiency of the City staff.

Performance Measure/Budgeted Service Level

Maintain, monitor, and secure the local and wide area network to ensure reliable connectivity for the 21 separate City sites and Whitcom for both internal and external network services. Maintain and provide hardware and software upgrades for the City's and Whitcom's 46 servers. Maintain and provide hardware and software upgrades for the 268 user workstations. Manage network and email access for 280 City and Whitcom employees with computer access. Provide computer and application support for all City employees and software vendor personnel.

REVENUES: \$386,047

User departments and funds are charged for network services and equipment maintenance and replacement.

EXPENDITURES: \$382,717 Total

Equipment:	\$ 60,000
Operating requirements:	\$ 322,717

MAJOR BUDGET CHANGES:

None.

MEASUREMENT TECHNIQUE:

Satisfaction of network, workstation, and application performance from user departments.

FUND NUMBER**TITLE**

507-5700

Government Access Channel

ACTIVITY DESCRIPTION:

Broadcast City Council, Hospital Board, and League of Women Voters meetings both live and on a replay schedule. Use the reader board to disseminate public service announcements and notice of local City sponsored events. Broadcast the Washington State Government channel (TVW), and other State productions when they are available.

GOAL:

Provide the citizens of Pullman with increased access to governmental information, activities, and meetings.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Broadcast public service information to residents of Pullman on Channel 13. Provide community access to local and state government proceedings.

BUDGET:

\$7800

MAJOR BUDGET CHANGES:

No major changes.

MEASUREMENT TECHNIQUE:

Input received from community

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INFORMATION SYSTEMS FUND (507)

	2009 ACTUAL	2010 BUDGET	YTD 7/31/2010	2011 REQUEST	\$ CHANGE
REVENUES:					
GENERAL FUND TRANSFER	4,799	4,799	4,684	4,684	(115)
MISCELLANEOUS	833		276	325	325
NETWORK & SERVICE FEES	374,014	374,015	187,134	381,038	7,023
TOTAL REVENUES:	379,646	\$378,814	\$192,093	\$386,047	\$7,233
BEGINNING CASH	258,376	294,522	294,522	293,219	(1,303)
TOTAL RESOURCES:	638,022	\$673,336	\$486,615	\$679,266	\$5,930

EXPENDITURES:

SALARIES	113,039	116,608	67,327	118,288	1,680
OVERTIME					
BENEFITS	45,583	46,764	26,056	50,808	4,044
SUPPLIES	64	1,250	81	1,000	(250)
MINOR CAPITAL	43,487	17,400	4,241	16,400	(1,000)
OTH SERVICES	122,558	122,814	88,205	124,958	2,144
EQUIP RENTAL	8,777	1,616	857	6,900	5,284
BLDG RENTAL	8,103	7,063	3,532	7,063	
INTGOVT/OTHER	4,799	4,800	2,342	5,100	300
EQUIPMENT		60,000		60,000	
TOTAL EXPENDITURES:	346,410	\$378,315	\$192,640	\$390,517	\$12,202
ENDING CASH:	294,522	295,021	293,975	288,749	(6,272)
TOTAL USES:	640,932	\$673,336	\$486,615	\$679,266	\$5,930

STAFFING	
Position	Full-Time Equivalent
Information Services Manager	1.00
Information Services Technician	1.00
Total	2.00

FUND NUMBER:

607

TITLE

**LAWSON GARDENS PARK
ENDOWMENT TRUST FUND**

ACTIVITY DESCRIPTION:

Care and maintenance of Lawson Gardens including annual gardens, perennial gardens, rose garden, xeriscape garden and turf areas.

GOAL:

Propagate the plant material to plant and maintain all the gardens in a quality manner. Manage resources so the fund is used effectively.

PERFORMANCE MEASURE/BUDGETED SERVICE LEVEL:

Turf is mowed and trimmed on a seasonal, weekly basis.

Annuals are planted as soon as weather permits.

All flower beds are maintained properly and to a high standard.

BUDGET:

\$169,386

MAJOR BUDGET CHANGES:

No major budget changes.

Capital Improvement project carryover: Pond development east of reflective pool.

MEASUREMENT TECHNIQUE:

Appearance of Lawson Gardens; health and vigor of plant material and resource management.

MEASUREMENT TECHNIQUE:

Appearance of Lawson Gardens; health and vigor of plant material and resource management.

LAWSON GARDENS PARK ENDOWMENT TRUST FUND #607
(Category 3 Only)

	2009 <u>ACTUAL</u>	2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
DONATIONS	165		200		
INVESTMENT INCOME	119,455	108,614	59,134	86,000	(22,614)
OTHER	4,200	3,000	2,800	3,000	
TOTAL REVENUES:	123,820	\$111,614	\$62,134	\$89,000	(\$22,614)
+BEGINNING CASH:	119,887	152,282	152,282	147,200	(5,082)
TOTAL RESOURCES:	\$243,707	\$263,896	\$214,415	\$236,200	(\$27,696)
<u>EXPENDITURES:</u>					
SALARIES	49,782	52,121	32,236	52,725	604
OVERTIME	1,180	1,100	977	1,100	
BENEFITS	27,202	23,523	17,249	28,817	5,294
SUPPLIES	13,073	12,500	6,833	12,500	
MINOR CAPITAL					
OTHER SVCS	4,351	15,200	8,565	14,000	(1,200)
INTERFUND	246	438	176	796	358
CAPITAL	3,430	62,569		59,430	(3,139)
TOTAL EXPENDS:	99,264	\$167,451	\$66,036	\$169,368	\$1,917
+ENDING CASH	152,282	96,445	148,380	66,832	(29,613)
TOTAL USES:	\$251,546	\$263,896	\$214,415	\$236,200	(\$27,696)

FUND NUMBER**TITLE**

610

CEMETERY ENDOWMENT CARE FUND**PURPOSE:**

This fund was established in 1965 to provide a corpus whose earnings are to be used for the ongoing maintenance and improvements of the City operated cemeteries.

REVENUES:

Revenues are generated from a portion of the cemetery grave sales. 30 percent of grave sales are placed in the Cemetery Care Fund. These revenues are to build principal, which cannot be spent. The income from the investments may be used for the care, upkeep, maintenance, and improvement of the cemetery.

EXPENDITURES: \$800

Interest earnings are being transferred to the Cemetery Expansion Fund for future projects.

CEMETERY CARE FUND #610

	<u>2009 ACTUAL</u>	<u>2010 BUDGET</u>	<u>YTD 07/31/10</u>	<u>2011 REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
FEES	6,069	6,000	4,019	6,000	
OTHER	1,767	2,500	443	800	2,000
TOTAL REVENUES:	7,836	\$8,500	\$4,462	\$6,800	(\$1,700)
+BEGINNING CASH:	242,968	243,944	243,944	243,593	(351)
TOTAL RESOURCES:	\$250,805	\$252,444	\$248,406	\$250,393	(\$2,051)
<u>EXPENDITURES:</u>					
SALARIES					
BENEFITS					
SUPPLIES					
OTHER SERVICES					
LAND PURCHASE					
INTERGOVERNMENT	6,860	8,000		800	
IMPROVEMENTS					
TOTAL EXPENDS:	\$6,860	\$8,000		\$800	(\$7,200)
+ENDING CASH	243,944	244,444	248,406	249,593	5,149
TOTAL USES:	\$250,805	\$252,444	\$248,406	\$250,393	(\$2,051)

FUND NUMBER**TITLE****615****FIREMEN'S PENSION FUND****PURPOSE:**

This fund is a trust fund created to supplement pension and benefit payments to two firefighters who were employed before the present LEOFF Retirement Plan was instituted statewide.

REVENUES: \$27,160

Revenues come from a state-distributed tax on fire insurance premiums plus investment income.

EXPENDITURES: \$0

An actuarial study of this fund conducted as of January 1, 2002, indicated there were adequate reserves to cover potential future pension demands. The actuary also recommended that outlays for nonpension purposes should not exceed \$203,000 per year. Since 2002 the economy has suffered and the medical insurance markets have experienced dramatic increases, so prior to 2005 the fund had been drawing down reserves. To maintain a reserve to insure against potential future firemen pension exposures, the medical expenses including insurance premiums of all LEOFF I firefighters will continue to be budgeted in the General Fund. Reserves should equal \$287,025 by year-end 2011.

FIREMEN'S PENSION FUND #615

	2009	2010	YTD	2011	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>07/31/10</u>	<u>REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
FIRE INSURANCE					
PREMIUM TAX	24,667	24,700	26,265	26,660	1,993
INVESTMENTS	984	1,200	247	500	(484)
TOTAL REVENUES:	25,651	\$25,651	\$26,512	\$27,160	\$1,509
+BEGINNING CASH:	207,526	233,177	233,177	259,865	52,339
TOTAL RESOURCES:	\$233,177	\$258,828	\$259,689	\$287,025	\$53,848
<u>EXPENDITURES:</u>					
BENEFITS					
PROF. SERVICES					
TOTAL EXPENDITURE					
+ENDING CASH	233,177	258,828	259,689	287,025	53,848
TOTAL USES:	\$233,177	\$258,828	\$259,689	\$287,025	\$53,848

FUND NUMBER**TITLE**

651

AIRPORT AGENCY**PURPOSE :**

The city of Pullman is responsible for the maintenance of budgetary, revenue and expenditure accounts for the Pullman-Moscow Airport. The city must now also prepare and submit an Annual Financial Report on the airport's financial condition to the State Auditor. The Airport Board adopted this proposed budget on September 30, 2010. The Pullman City Council and the Moscow City Council must also approve this budget.

REVENUES :

The Airport expects \$497,019 in operating revenues and \$4,692,050 in FAA Airport Improvement Program Grants.

EXPENDITURES :

The Airport Board approved a total 2011 budget of \$5,436,018 which consists of \$497,018 in operational expenditures and \$4,939,000 in capital expenditures for the airport master plan update (phase 2) and construction of general aviation (phase 4).

AIRPORT AGENCY FUND #651

	2009 <u>ACTUAL</u>	AMENDED 2010 <u>BUDGET</u>	YTD <u>07/31/10</u>	2011 <u>REQUEST</u>	<u>\$ CHANGE</u>
<u>REVENUES:</u>					
<u>GRANTS:</u>					
FAA, OTHER	1,640,348	1,254,606	236,240	4,692,050	3,437,444
STATE OF WASHINGTON	23,669	24,000		13,000	(11,000)
STATE OF IDAHO	25,000	25,000		10,000	(15,000)
PULLMAN	32,013	32,013	32,013	32,013	
MOSCOW	32,013	32,013	32,013	32,013	
PORT OF WHITMAN	20,750	20,750	20,750	20,750	
WSU	17,000	18,935	15,500	18,935	
U OF IDAHO	18,935		18,935		
LATAH COUNTY	12,500	17,000	15,500	15,500	(1,500)
SERVICE FEES	207,518	100,905	54,366	112,000	11,095
RENTS	114,752	131,872	117,154	132,688	816
PARKING, CONCESSIONS, MISC	139,368	137,437	29,790	110,120	(27,317)
TOTAL REVENUES:	\$2,283,865	\$1,921,841	\$624,719	\$5,189,069	\$3,267,228
+BEGINNING CASH:	70,467	41,789	41,789	19,771	(22,018)
LINE OF CREDIT				155,000	
PFC RESERVE			252,404	140,525	
TOTAL RESOURCES:	\$2,354,332	\$1,963,630	\$666,507	\$5,504,365	\$3,540,735
<u>EXPENDITURES:</u>					
SALARIES	164,695	168,470	94,326	164,044	(4,426)
OVERTIME					
BENEFITS	57,473	60,312	32,012	74,518	14,206
SUPPLIES	20,765	29,617	8,701	27,038	(2,579)
MINOR EQUIPMT	417	1,200	216		(1,200)
OTHER SERVICES	168,746	189,287	97,948	191,778	2,491
INTGOV'T	31,021	37,450	16,807	39,640	2,190
DEPRECIATION	630,789				
CAPITAL		1,386,670	379,076	4,939,000	3,552,330
TOTAL EXPENDITURES:	\$1,073,905	\$1,873,006	\$629,087	\$5,436,018	\$3,563,012
ENDING CASH	41,789	90,624	37,420	34,247	(56,377)
PFC RESERVE	252,404			34,100	
TOTAL USES:	\$1,368,098	\$1,963,630	\$666,507	\$5,504,365	\$3,540,735

**2011 MONTHLY SALARY SCHEDULE
PROPOSED FOR IMPLEMENTATION JANUARY 1, 2011**

<u>CLASSIFICATION TITLE</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
<u>ADMINISTRATION, FINANCE & CLERICAL</u>					
CITY SUPERVISOR	7,892	8,285	8,711	9,155	9,618
CITY ATTORNEY	6,012	6,318	6,638	6,978	7,324
FINANCE DIRECTOR	6,012	6,318	6,638	6,978	7,324
HUMAN RESOURCES MANAGER	4,939	5,188	5,451	5,729	6,012
INFORMATION SYSTEMS MANAGER	4,939	5,188	5,451	5,729	6,012
ACCOUNTING MANAGER	4,152	4,361	4,582	4,816	5,057
ACCOUNTANT	3,669	3,855	4,051	4,257	4,477
INFORMATION SYSTEMS TECHNICIAN	3,327	3,497	3,669	3,855	4,051
DEPUTY CITY CLERK	3,247	3,412	3,584	3,761	3,954
EXECUTIVE ASSISTANT	3,247	3,412	3,584	3,761	3,954
ACCOUNTING SPECIALIST	2,731	2,868	3,012	3,166	3,327
ADMINISTRATIVE CLERK	2,417	2,535	2,669	2,795	2,941
<u>POLICE & SUPPORT SERVICE</u>					
CHIEF OF POLICE	6,638	6,974	7,331	7,695	8,090
POLICE OPERATIONS COMMANDER	5,586	5,864	6,163	6,474	6,805
POLICE SERGEANT	6,389	6,549	6,712		
POLICE OFFICER	4,437	4,747	5,174	5,666	6,005
POLICE OFFICER TRAINEE	4,123	4,224			
SUPPORT SERVICES MANAGER	4,051	4,257	4,477	4,696	4,939
INFORMATION SYSTEMS SPECIALIST	3,669	3,855	4,051	4,257	4,477
POLICE ADMINISTRATIVE ASSISTANT	3,247	3,412	3,584	3,761	3,954
RECORDS SPECIALIST II	2,731	2,868	3,013	3,165	3,327
PROPERTY AND EVIDENCE SPECIALIST	2,731	2,868	3,013	3,165	3,327
CODE ENFORCEMENT OFFICER II	2,731	2,868	3,013	3,165	3,327
CODE ENFORCEMENT OFFICER I	2,595	2,731	2,868	3,012	3,166
RECORDS SPECIALIST I	2,595	2,731	2,868	3,012	3,166
<u>FIRE SERVICE</u>					
FIRE CHIEF	6,012	6,318	6,638	6,978	7,324
FIRE OPERATIONS OFFICER	5,317	5,581	5,866	6,162	6,477
FIRE TRAINING OFFICER	4,712	4,960	5,212	5,487	5,764
FIRE CAPTAIN	4,488	4,725	4,977	5,231	5,493
FIRE PREVENTION OFFICER					5,467
LIEUTENANT	4,262	4,480	4,712	4,960	5,212
FIREFIGHTER	3,966	4,167	4,378	4,606	4,847
ADMINISTRATIVE SPECIALIST	2,868	3,012	3,166	3,327	3,497
<u>LIBRARY</u>					
LIBRARY SERVICES DIRECTOR	4,939	5,188	5,451	5,729	6,012
LIBRARY DIVISION MANAGER	3,674	3,860	4,058	4,264	4,483
LIBRARY ADMIN ASSISTANT	3,247	3,412	3,584	3,761	3,954
LIBRARY SUPERVISOR	3,016	3,170	3,331	3,502	3,674
LIBRARY TECHNICIAN	2,735	2,872	3,016	3,170	3,331
LIBRARY ASSISTANT	2,538	2,673	2,799	2,944	3,094

**2011 MONTHLY SALARY SCHEDULE
PROPOSED FOR IMPLEMENTATION JANUARY 1, 2011**

<u>CLASSIFICATION TITLE</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
<u>PUBLIC WORKS</u>					
PUBLIC WORKS DIRECTOR	6,804	7,150	7,507	7,892	8,285
DEPUTY PUBLIC WORKS DIRECTOR	5,317	5,581	5,866	6,162	6,477
MAINT & OP SUPERINTENDENT	4,939	5,188	5,451	5,729	6,012
TRANSIT MANAGER	4,361	4,582	4,816	5,057	5,317
WASTE WATER PLANT SUPERVISOR	4,361	4,582	4,816	5,057	5,317
STORMWATER SERVICES PROGRAM MANAGER	4,051	4,257	4,477	4,696	4,939
AUTOMOTIVE REPAIR SUPERVISOR	3,869	4,063	4,266	4,479	4,703
SENIOR BUILDING INSPECTOR	3,855	4,051	4,257	4,477	4,696
SENIOR ENGINEERING TECHNICIAN	3,855	4,051	4,257	4,477	4,696
WASTE WATER LAB MANAGER	3,761	3,954	4,152	4,361	4,582
ENGINEERING TECHNICIAN	3,669	3,855	4,051	4,257	4,477
BUILDING INSPECTOR	3,669	3,855	4,051	4,257	4,477
MAINTENANCE SUPERVISOR	3,669	3,855	4,051	4,257	4,477
OPERATIONS SUPERVISOR	3,669	3,855	4,051	4,257	4,477
BLDG. MAINT. SUPERVISOR	3,669	3,855	4,051	4,257	4,477
STORMWATER FIELD TECHNICIAN	3,669	3,855	4,051	4,257	4,477
TRANSIT OPERATIONS SUPERVISOR	3,669	3,855	4,051	4,257	4,477
HEAVY EQUIP MECHANIC	3,361	3,531	3,707	3,894	4,092
TRANSIT TRAINER/SAFETY OFFICER	3,361	3,531	3,707	3,894	4,092
WASTE WATER PLANT MECHANIC	3,331	3,502	3,674	3,860	4,058
WASTE WATER PLANT OPERATOR	3,331	3,502	3,674	3,860	4,058
INFORMATION SYSTEMS TECHNICIAN	3,331	3,502	3,674	3,860	4,058
INSTRUMENTATION AND CONTROL TECHNICIAN	3,331	3,502	3,674	3,860	4,058
TRANSIT CUSTOMER SERVICE SUPERVISOR	3,327	3,497	3,669	3,855	4,051
PUBLIC WORKS ADMINISTRATIVE ASSISTANT	3,247	3,412	3,584	3,761	3,954
MAINTENANCE WORKER	3,170	3,331	3,502	3,674	3,860
TRANSIT DISPATCHER	3,046	3,198	3,362	3,531	3,710
TRANSIT DRIVER	2,899	3,044	3,200	3,361	3,531
ADMINISTRATIVE SPECIALIST	2,872	3,016	3,170	3,331	3,502
BLDG. MAINTENANCE WORKER	2,868	3,012	3,166	3,327	3,497
APPRENTICE MAINT. WORKER-P.W.	2,735	2,872	3,016	3,170	3,331
WASTE WATER PLANT OPERATOR IN TRAINING	2,735	2,872	3,016	3,170	3,331
TRANSIT CUSTOMER SERVICE REPRESENTATIVE	2,562	2,690	2,828	2,970	3,121
SENIOR BUS WASHER	2,423	2,545	2,673	2,807	2,947
BUS WASHER	2,307	2,424	2,545	2,673	2,807
CUSTODIAN	2,135	2,241	2,354	2,472	2,595
<u>PLANNING</u>					
PLANNING DIRECTOR	5,866	6,162	6,477	6,804	7,150
ASSISTANT CITY PLANNER	3,669	3,855	4,051	4,257	4,477
<u>PUBLIC SERVICES</u>					
PARKS SUPERINTENDENT	4,361	4,582	4,816	5,057	5,317
RECREATION SUPERINTENDENT	4,361	4,582	4,816	5,057	5,317
HORTICULTURIST	3,331	3,502	3,674	3,860	4,058
LEAD PARKS MAINTENANCE WORKER	3,331	3,502	3,674	3,860	4,058
RECREATION SUPERVISOR	3,251	3,417	3,590	3,767	3,959
COMMUNITY IMPROVEMENT REP.	3,251	3,417	3,590	3,767	3,959
AQUATICS PROGRAM COORDINATOR	3,251	3,417	3,590	3,767	3,959
PARKS MAINT. WORKER 2	3,170	3,331	3,502	3,674	3,860
PRESCHOOL PROGRAM COORDINATOR	3,170	3,331	3,502	3,674	3,860
SENIOR CITIZEN PROGRAM COORDINATOR	3,170	3,331	3,502	3,674	3,860
ADMINISTRATIVE SPECIALIST	2,868	3,012	3,166	3,327	3,497
PARKS MAINT. WORKER 1	2,735	2,872	3,016	3,170	3,331

2011 STAFFING ALLOCATION FOR
20+ HOUR PER WEEK NON-SEASONAL EMPLOYEES

(Note: This list does not include seasonal employees or employees working less than twenty hours per week.)

<u>DEPARTMENT</u>	<u>CLASSIFICATION TITLE</u>	<u>FULL-TIME</u>	<u>PART-TIME</u>
Legislative	City Councilmember		7
	Total		7
Executive	Mayor		1
	City Supervisor	1	
	Total	1	1
Finance and Records Services	Finance Director	1	
	Accounting Manager	1	
	Accountant	1	
	Accounting Specialist	2	
	Deputy City Clerk	1	
	Executive Assistant	1	
	Administrative Clerk		1
	Total	7	1
Information Technology	Information Systems Manager	1	
	Information Systems Technician	1	
	Total	2	
Legal	City Attorney	1	
	Total	1	
Human Resources	Human Resources Manager	1	
	Total	1	
Police and Support Services	Chief of Police	1	
	Police Operations Commander	1	
	Sergeants	4	
	Detectives	3	
	Support Services Manager	1	
	Information Systems Specialist	1	
	Youth Services Officer	1	
	Patrol Officer	18	
	Police Administrative Assistant	1	
	Records Specialist	5	2
	Property & Evidence Specialist	1	
	Code Enforcement Officer	3	
	Total	40	2

Fire	Fire Chief	1	
	Operations Officer	1	
	Fire Training Officer	1	
	Fire Prevention Officer	1	
	Fire Captain	3	
	Lieutenant	3	
	Firefighter	21	
	Administrative Specialist	1	1
	Total	32	1
Public Works	Public Works Director	1	
	Deputy Public Works Director	1	
	Stormwater Services Program Manager	1	
	Senior Engineering Technician	1	
	Engineering Technician	3	
	Senior Building Inspector	1	
	Building Inspector	2	
	Maintenance & Operations Superintendent	1	
	Maintenance Supervisor	1	
	Operations Supervisor	1	
	Stormwater Services Field Technician	1	
	Maintenance Worker	12	
	WWTP Supervisor	1	
	WWTP Plant Operator	5	
	WWTP Pretreatment/Laboratory Manager	1	
	WWTP Mechanic	1	
	Control Specialist	1	
	Automotive Repair Supervisor	1	
	Heavy Equipment Mechanic	4	
	Transit Manager	1	
	Transit Operations Supervisor	1	
	Transit Customer Service Supervisor	1	
	Transit Training/Safety Officer	1	
	Transit Dispatcher	2	1
	Transit Driver	18	13
	Transit Customer Service Representative	1	1
	Senior Bus Washer	1	
	Bus Washer	1	1
	Public Works Admin Asst.	1	
	Information Systems Specialist	1	
	Administrative Specialist	2	1
	Building Maint. Supervisor	1	
	Building Maintenance Worker	1	
	Custodian	3	
	Total	76	17

Public Services	Park Superintendent	1	
	Lead Parks Maintenance Worker	1	
	Park Maintenance Worker	5	
	Horticulturist	1	
	Community Improvement Representative	1	
	Aquatic Coordinator	1	
	Recreation Superintendent	1	
	Recreation Supervisor	1	
	Senior Citizen Coordinator	1	
	Preschool Instructor	1	
	Administrative Specialist	1	1
	Total	15	1
Planning	Planning Director	1	
	Assistant City Planner	1	
	Total	2	
Library	Library Services Director	1	
	Library Division Manager	3 *	
	Library Supervisor	1	1
	Library Administrative Assistant	1	
	Library Technician		3
	Library Assistant	1	2
Total		7	6
GRAND TOTAL		184	36

*One Position Reimbursed 50% by Whitman County Library District.

Insert ERD Rate Tables Here